

PLAN SUBMISSION FORM

Date Filed: _____

Plan # _____

Deadline to Act: _____

PUBLIC HEARING DATE: _____

(Newspaper: 21 & 14 days prior to Public Hearing)

DATE ABUTTERS NOTIFIED: _____

mail min. 15 days prior to Public Hearing

DATE OF ADs: 21 Days: _____

14 Days: _____

** Is this property classified as Chapter 61 land? YES _____ NO _____ **

** If so, the applicant is required to notify the Town Assessor **

SECTION 2: Must be complete prior to Town accepting the FORM A

- 3 Form A Applications, Assign Number, Clock in with Town Clerk (1 goes to Town Clerk, 1 to applicant and 1 for file)
- 4 Full-size Sets of Plans, 4 11x17 copies, 1 Mylar and 1 electronic copy

SECTION 3: Must be complete prior to Town accepting the FORM B

- 4 Form B Applications, stamped by Town Clerk (1 to Town Clerk, 1 to Board of Health)
- 6 Full-size Sets of Plans & Info
- 4 Reduced (11" x 17") Sets of Plans
- 1 electronic copy

SECTION 4: Must be complete prior to Town accepting the FORM C or Special Permit

Special Permit Bylaw Section: _____ (if applicable)

- 4 Special Permit Applications - Assign Number, Clock in with Town Clerk (1 to Town Clerk, 1 to Board of Health, 1 to applicant, 1 for file)
- 4 FORM C Applications - Assign Number, Clock in with Town Clerk (1 to Town Clerk, 1 to Board of Health, 1 to applicant, 1 for file)
- 1 FORM D
- 6 Full Size (24"x36") Sets of Plans
- 4 Reduced (11" x 17") Sets of Plans
- 1 electronic copy
- 2 Copies of any waivers sought
- 3 Sets of Drainage Calcs w/watershed plan
- Certified Abutters List (300-foot radius)
- 3 Sets of Mailing Labels or Addressed Envelopes
- 3 Street Name Approval Forms (signed by the Fire and Engineering Departments)

Conservation of Resources

If area is more than 25 acres and within 500 ft. of public land or private Chapter 61, 61A or 61B land; need additional per **Section 203-2 of Bylaw**

SPECIAL PERMIT ADD'L INFO NEEDED:

- Copy of **Zoning Permit Application showing denial** by the Director of Inspectional Services.
- Adequate Facilities (3 copies of each):** Traffic Study, projections regarding water & wastewater demands per unit: bedrooms per unit

Preliminary Plan filed: Yes or No Date: _____

SECTION 5: Fees * Three (3) separate checks required

Plan Fee: _____ Check payable to the "Town of Plymouth" (See Fee Schedule)

Consultants _____ Check payable to the "Town of Plymouth"

(Form C & Special Permit Only) (\$3.00/per lineal foot of roadway OR \$2,000 minimum)

(\$2.00/per lineal foot of public water main OR \$1,000 minimum-residential/\$5,000 minimum-commercial)

Advertisement: \$110.58 Check Payable to "Town of Plymouth"

(Form C & Special Permit Only) (Fee for 2 Ad's)