

**PLAN SUBMISSION FORM**

Date Filed: \_\_\_\_\_

Plan # \_\_\_\_\_

Deadline to Act: \_\_\_\_\_

PUBLIC HEARING DATE: \_\_\_\_\_ DATE ABUTTERS NOTIFIED: \_\_\_\_\_

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

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☐ **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**☐ 3 Sets of Drainage Calcs w/watershed plan**SPECIAL PERMIT ADD'L INFO NEEDED:**☐ Certified Abutters List (300-foot radius)☐ 3 Sets of Mailing Labels or  
Addressed Envelopes☐ 1 Copy of **Zoning Permit Application**  
**showing denial** by the Director  
of Inspectional Services.☐ 3 Street Name Approval Forms (signed by  
the Fire and Engineering Departments)☐ **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 &amp; 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 &amp; Special Permit Only) (Fee for 2 Ad's)