



TOWN OF SOUTHBOROUGH
Planning Board
APPLICATION FOR SPECIAL PERMIT
FOR A MAJOR RESIDENTIAL DEVELOPMENT

APPLICANT: _____
 ADDRESS: _____
 TELEPHONE # _____ CELL#: _____
 EMAIL ADDRESS: _____
 OWNER: _____
 ADDRESS: _____
 TELEPHONE # _____ CELL#: _____
 EMAIL ADDRESS: _____
 LOCATION OF DEVELOPMENT: _____

The undersigned, being the owner of all land included within the proposed Major Residential Development subdivision shown on plans entitled:

ALTERNATE 1: _____
 ALTERNATE 2: _____
 ENGINEER: _____
 ADDRESS: _____
 TELEPHONE # _____ CELL#: _____
 EMAIL ADDRESS: _____

dated _____, ZONING DISTRICT _____ and comprising _____ sheets, hereby submits this application and seventeen (17) white prints of the plans, of which ten (10) of the plans should be full size and the balance in 11" x 17" format and one electronic version of the plans. A copy of the list of abutters shall be attached to the application. If it is determined to be complete, the application will be accepted, dated, and copies will be distributed to Town Boards and Departments including all information required by Section 174-13.2 of the Zoning Code of the Town of Southborough, together with a filing fee. See Fee Schedule.

The application fee shall be equivalent to the fee required for a Preliminary Subdivision application based on the plan showing the highest number of lots. ***The applicant shall be responsible for certified notification to all abutters. The abutter notification will be prepared by the Planning Department and placed in the appropriate newspaper at the applicant's expense. The applicant will be billed directly from the newspaper.***

The land included within the proposed subdivision is bonded and described as follows, and the title thereto is derived from _____ by deed dated _____ and recorded at the Worcester County Registry of Deeds, Book _____, Page _____. Boundary description is as follows:

This application is submitted on _____ by:

Signature: _____

Title: _____

Any material (in addition to that included with the Application Form) that will be referred to by the Applicant (or the Applicant's representatives) at any public hearing or public meeting must be submitted to the Planning Department at least **7** days prior to such hearing or meeting to ensure adequate and proper review by the Board and accessibility to the public. Any material submitted later than this deadline may, at the Board's discretion, constitute a constructive request by the Applicant for a continuation of the hearing if, in the opinion of the Board, the Board, Town staff, or the public have not had adequate time to appropriately consider such material. ***Applicants should note that this additional material includes amended plans, renderings, visual displays, models, etc., that may have been prepared after the Application Form was filed and are expected to be used by the Applicant during a public hearing presentation.***