



# TOWN OF ROCHESTER

## Planning Board

37 Marion Road, Rochester, MA 02770

Phone: 508-763-5421 (Ext 207) Fax: 508-763-5379

[www.townofrochestermass.com](http://www.townofrochestermass.com)

DATE: \_\_\_\_\_

### FORM B

#### APPLICATION FOR APPROVAL OF A PRELIMINARY SUBDIVISION PLAN

The undersigned requests a determination by the Rochester Planning Board, that approval under Subdivision Control Law is not required for the plan entitled \_\_\_\_\_ and dated \_\_\_\_\_ consisting of \_\_\_\_\_ lot(s) proposed to be divided from a \_\_\_\_\_ acre tract of land located \_\_\_\_\_. The subject property is \_\_\_\_\_ included in Assessors Map/Lot \_\_\_\_\_ and recorded at Plymouth County Registry of Deeds, Book/Page \_\_\_\_\_. The undersigned applies for approval of said plan in accordance with the Rules and Regulations of the Rochester Planning Board. The undersigned has submitted the following fees:

Application Fee: \_\_\_\_\_

Outside Consultant Account: \_\_\_\_\_

**I hereby certify that all the information provided in this application form and required attachments is true and accurate to the best of my knowledge. I agree to notify the Rochester Planning Board in writing of any changes in the information provided in the application, as soon as practicable. I understand failure to provide the required information and fees may result in denial of my project.**

Signature of Applicant or Legal Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Signature of Owner (if different from applicant): \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Name of Preparer: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

**Rochester Planning Board**  
**Submittal Check List for “Preliminary Subdivision of Land”**

The plan must show Zoning District(s) and any zoning district boundary lines including the “River Valley Overlay District”, the “Ground Water Protection District” and any other overlay districts, if the plan involves land within the “Mattapoissett River Valley Water Supply Zone:., provide documentation of presentation of the plan to the “Mattapoissett River Valley Water Supply Protection Advisory Committee: at least 30 days prior to submission to the Planning Board.

**All submittals to the Planning Board for consideration must conform to the requirements of the Rules and Regulations Governing the Subdivision of Land, Section 3 including but not limited to the following: Submittals will not be deemed complete, and will not be accepted until all of the documentation specified in Section 3 has been submitted:**

1. The original and one (1) copy of a completed and signed Form B application.
2. If more than one owner or in the event the applicant is not the owner of record, the Form B application shall be signed by each owner authorizing the filing of the plan.
3. The original “Mylar” tracing, at a scale of 1” = 40’ or other such suitable scale as may be determined by they Planning Board to clearly and accurately depict the required plan contents.
4. Eight (8) contact prints.
  5. Three (3) prints measuring 11 by 17 inches.
6. Electronic PDF file of Application and PDF file of plan emailed to the Town Planner.
7. \$100.00 per Plan.
8. Deposit of sufficient funding to satisfy Section 6.2 f the Rules & Regulations Governing the Subdivision of Land.
9. A copy of the deed(s) vesting title in the current owner.
10. A Municipal Lien Certificate
11. The plan must have the names of all abutting property owners within 300 feet of the subject property as Certified by the Assessor’s Office. The applicant is to obtain the list, prepare and mail via certified mail the notice to abutters, state, and local planning agencies and surrounding communities; and pay for the cost of the mailing. Proof of the certified mailing must be presented to the Planning Board prior to the opening of the Public Hearing.
12. Receipt of the submittal of the Preliminary Plan to the Board of Health must be provided.
13. The plan must have the legend and title “Preliminary Plan”.
14. The plan must have the Subdivision name.
15. The plan must have the boundaries.
16. The plan must have a north arrow.

- 17. The plan must have the plan date.
- 18. The plan must have the scale and legend.
- 19. A declaration regarding the status of the subject parcel(s) pursuant to Chapter 61, 61A, or 61B.
- 20. The plan must show existing and proposed lines of streets, ways, easements (and purpose of easements) and any public areas within the subdivision in a general manner.
- 21. The plan must show the location, names and present widths of streets bounding, approaching, or within the immediate proximity of the subdivision, showing both roadway widths and right-of-way widths.
- 22. The plan must show the boundary lines, area in square feet and dimensions of all proposed lots.
- 23. The plan must show the name, address and seal of the Registered Professional Engineer, Registered Professional Surveyor and Registered Professional Landscape Architect who prepared the plan.
- 24. The plan must show the topography of the land at ten (10) foot contour intervals based on NAVD 1988 and FEMA Flood maps.
- 25. The plan must show any zone or district boundary established by the Town of Rochester Zoning By-Law that divides the area to be subdivided including River Valley Overlay District, Ground Water Protection District and any other overlay districts.
- 26. The plan must show location of wetlands and significant features such as stone walls, trees of 12-inch caliper or larger, and/or historically significant areas.
- 27. The plan must show that each proposed lot complies with the shape-rectangle specified in the Rochester Zoning By-Law Chapter 20.40.D.1.
- 28. The plan must show the proposed system of utilities including a preliminary layout of all required utility systems including but not limited to storm drainage, water, sewer, etc.
- 29. The plan must show the Assessors Map number and Lot numbers and/or house number of the subject parcel and abutting properties as they appear on the most recent tax list.
- 30. Documentation satisfactory to the Planning Board of the legal status of the street from which project access is planned. Copies of agreements granting the developer rights essential to the development of the land and construction work proposed.

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Acceptor's Signature

\_\_\_\_\_  
Date



## Town of Rochester

### Planning Board

Town Hall Annex, 37 Marion Road, Rochester, MA 02770

Phone: (508) 763-5421 Fax: (508) 763-5379

#### **Rochester Planning Board**

*Arnold Johnson, Chairman*

*John DeMaggio, Vice Chairman*

*Bendrix Bailey, Clerk*

*Michael Murphy, Associate Clerk*

*Lee Carr*

*Christopher Silveira*

*Marc Rousseau*

*Nancy Durfee, Town Planner*

*Dawn DeMaggio, Board Administrator*

### **Applicant / Property Owner Access Agreement**

The Town of Rochester Planning Board requests the Board members, Town Planner, or a duly authorized agent of the Town, shall have the right to enter upon the property to ensure continued compliance with the terms and conditions of the application, and / or to gather information prior to deliberation or voting. Frequently, the Planning Board may conduct a site visit or visits, as necessary, through the permitting process.

The Rochester Planning Board and Town Planner are hereby given permission to conduct site visits on the property referenced in the application hereto attached. All Planning Board visits will be scheduled in advance at a time acceptable to the Applicant.

I(We) understand that refusal to grant permission for site visits to the extent requested by the Planning Board or the Town Planner will cause my application to be denied due to incompleteness of the information required for full deliberation and voting by the Planning Board.

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*Signature of Property Owner*

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*Address of Property Owner*

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