



TOWN OF ROCHESTER

Planning Board

37 Marion Road, Rochester, MA 02770

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

www.townofrochestermass.com

Date: _____

APPLICATION FOR WORK ON SCENIC HIGHWAY (Route 105)

Prior to submitting a Site Plan, an applicant shall meet informally with a technical review committee consisting of the following: an agent for the Planning Board, Conservation Agent, Highway Surveyor, Board of Health Agent, and Building Inspector. The purpose of said meeting is to review the applicant's conceptual plans for a property and provide preliminary comment prior to incurring significant engineering design expense. This step is intended to streamline the permit process. The applicant should request such a meeting through an agent for the Planning Board.

The Planning Board shall advise the applicant in writing of the amount of the filing and any exceptions with respect to the site plan details under Section 1.10, within twenty days of the pre-submission meeting. Any technical services required to assist the Planning Board in preparing its written response shall be included as part of the application fee under Section 1.13.

The undersigned hereby submits an application and plan for work on Scenic Highway (Route 105) entitled:

The Plan requiring review involves the property located at: _____ on Assessors Map(s): _____ Lot(s): _____

The plan proposes the following (one sentence description of the proposal): _____

The undersigned applies for approval of said plan in accordance with the Site Plan Review and Approval By-Law of the Town of Rochester. The undersigned has submitted the following fees:

Site Plan Review Application: _____

Outside Consultant Account: _____

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

Print Name of Applicant: _____

Address: _____

Telephone: _____ Cell phone: _____

Signature of Applicant or Legal Representative: _____ **Date:** _____

Print Name of owner: _____

Address: _____

Telephone: _____ Cell phone: _____

Signature of Owner (if different from applicant): _____ Date: _____

Print Name of Engineer or Surveyor: _____

Address: _____

Telephone: _____ Email: _____ Stamp No. _____

Signature of Engineer or Surveyor: _____ Date: _____

Description of Proposed Project: _____

Submittal Checklist for “Site Plan Review of Work on Scenic Highway (Route 105)”

If the plan involves land within the Mattapoisett River Valley Water Supply Zone, the applicant shall file copies of the Definitive Plan with the Mattapoisett River Valley Water Supply Advisory Committee at least 30 days prior to submission to this Planning Board.

All submittals to the Planning Board for consideration must include the following:

- 1. The original of a completed and signed application.
- 2. A check payable to Town of Rochester for the Review Fee as specified in the Rules and Regulations Section 6.
- 3. A check payable to Town of Rochester for an independent consultant for engineering review satisfying the provisions of the Site Plan By-Law Chapter 22.10.1.5, *if applicable*.
- 4. A deposit of money to cover advertising
- 5. A copy of the deed(s) vesting title in the current owner.
- 6. A Municipal Lien Certificate from the Rochester Tax Collector.
- 7. A declaration regarding the status of the subject parcel(s) pursuant to Chapter 61, 61A, or 61B.
- 8. If more than one owner of record or in the event the applicant is not the owner of record, the Site Plan application shall be signed by each owner authorizing the filing of the plan. If the owner of record is a corporation, the name and address of the President and Secretary shall be submitted with the application.
- 9. The names of all owners of land abutting the property and abutters to abutters within three hundred (300) feet of the property line as Certified by the Assessors’ Office. The applicant is to obtain the list, prepare and mail via certified mail the notice to abutters, state and local 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.

- 10. The original “Mylar” tracing, at a scale of “1inch = 40 feet” or other such suitable scale as may be determined by the Planning Board to clearly and accurately depict the required plan contents.
- 11. 8 full size, printed copies of the plan
- 12. PDF file of plan emailed to an agent of the Planning Board.

Plans must contain the following

- 13. Name of the applicant and owner of record.
- 14. Existing and proposed boundary lines including dimensions.
- 15. Street names and Assessor’s Map and Lot numbers.
- 16. Location of all existing building, wells, and septic systems with accurate distances to any existing lot lines.
- 17. Title box, north arrow, date of survey, locus map, and graphic scale.
- 18. Acreage to the nearest tenth of an acre.
- 19. Names and house numbers of all abutting property owners as they appear in the most recent tax list.
- 20. All lines of existing streets, ways, and easements of the abutting properties.
- 21. All existing water bodies including, ponds, brooks, rivers, bordering vegetated wetlands, and any other wetland resource areas.
- 22. Seal and signature of the Commonwealth of Massachusetts Registered Professional Land Surveyor who prepared the plan.
- 23. Signature block for the seven signatures of the Planning Board on all pages of the plan to be approved by the Planning Board.
- 24. A 3.5-inch blank square reserved for the use of the Plymouth County Registry of Deeds and comply with all other requirements listed on their website.
- 25. Such other information as may be required to show that the details of the site plan are in accordance with applicable standards of the zoning by-laws.

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.

Signature of Property Owner

Address of Property Owner

Date: _____