

## **PLANNING BOARD APPLICATION SUBMITTAL CHECKLIST**

The following items are to be returned to the Planning Board Secretary, complete as a package, to make application to appear before the Planning Board:

### **CHECK OFF (ONE ORIGINAL COPY OF ALL EXCEPT PLANS)**

- |    |   |     |  |
|----|---|-----|--|
| 1. | Completed Page 1 and 2 of Application form. (Original Copy)   | X   |  |
| 2. | Agricultural Data Statement (If you answer yes to #9 on application)  | X   |  |
| 3. | Applicant/Owner Proxy Statement (Original) <b><u>(MUST HAVE IF APPLICABLE)</u></b>  | X   |  |
| 4. | a. Applicable completed Check List for subdivision/L.L. Chg. or Site Plan   | X   |  |
|    | b. <b>Approval box on all sheets of plan as described in #4 of Subdivision Check List and #2 of Site Plan Check List.</b> |     |  |
| 5. | Short Form EAF (Unless instructed to prepare long form). (Original)   | X   |  |
| 6. | Flood Hazard Area Development Application.  | N/A |  |
| 7. | EIGHT Sets of plans – folded to fit in legal size file folder with name block showing.                                    | X   |  |
| 8. | <b>SEPARATE CHECKS AS FOLLOWS:</b> (Choose appropriate category for your project)   |     |  |

### **SITE PLANS:**

Two Separate Checks: (One check for application fee and separate check for escrow amount)

Special Permit Application and Review Fee.....	\$250.00		
Application fee.....	\$125.00		
Escrow (Unless other amount specified at workshop)	\$750.00	\$ _____	_____
<b>(Additional escrow due for multi-family dwellings)</b>			

### **SUBDIVISIONS:**

Two Separate Checks: (One check for application fee and separate check for escrow amount)

Application Fee...(minor subdivision only).....	\$ 75.00		
Application Fee...(major subdivision only).....	\$150.00		X

### **ESCROW:**

<b>Residential:</b>	\$200.00 each - for each of first 4 lots		
	\$100.00 for each additional lot -	Total: \$ 4,700.00	X
<b>Commercial:</b>	\$500.00 each - for each of first 4 lots		
	\$200.00 for each additional lot -	Total: \$ _____	_____

### **LOT LINE CHANGE:**

Two Separate Checks: (One check for application fee and separate check for escrow amount)

Application fee.....	\$75.00		
Escrow (Unless other amount specified at workshop). ....	\$200.00.....	\$ _____	_____

**PLEASE NOTE: ADDITIONAL FEES DUE UPON COMPLETION OF PLANNING BOARD REVIEW.**