

CHECKLIST
Northborough Planning Board
Submission of ANR Plan

ANR Plan Name: _____

Property Address: _____ Assessor's Map _____, Lot _____

Applicant's Name: _____ Address: _____

Submission Checklist:

- _____ 1) Two (2) properly executed copies of Form A are attached to the ANR Plan.
- _____ 2) Submission Fee of \$_____ made payable to the Town of Northborough for the ANR Plan.
- _____ 3) The Plan was submitted by delivery or by certified mail, postage pre-paid to the Planning Department.
- _____ 4) One original ANR Plan and seven (7) copies thereof showing:
 - _____ a. Existing and proposed boundary lines, north point, date and scale.
 - _____ b. Name of record owner and engineer/surveyor.
 - _____ c. Names of all abutters as they appear in the most recent tax list.
 - _____ d. Lines of existing and proposed streets, ways, lots, and easements. Sufficient data to determine the location, direction and length of every street and way line, lot line and boundary line.
 - _____ e. Zoning classification of all areas shown on the plan, including groundwater district and uplands area.
 - _____ f. Location of all permanent bounds properly identified as to whether existing or proposed.
 - _____ g. Endorsement block area with room for the Planning Board to record its action, date of endorsement and signatures.
 - _____ h. Location of existing structures and relation to boundaries.
 - _____ i. A 50-foot-wide buffer zone (natural or planted) between all commercial or industrial subdivisions abutting any residential development or residential zone.
 - _____ j. All driveways shall exit onto the frontage street.
 - _____ k. Notation stipulating that the DEP stormwater management policy shall apply to the division of 5 or more lots and shall require a filing with the Conservation Commission.
 - _____ l. The following statement: "Compliance with zoning or other regulations is neither expressed nor implied."
 - _____ m. If the plan shows any parcel(s) which are not intended as a building lot or which do not meet the minimum requirements set forth in the Town of Northborough Zoning Bylaw, the following statement: "Not a building lot; no further building may occur without further approval by the Planning Board pursuant to the Subdivision Control Law."
- _____ 5) For plans prepared in a CAD or GIS environment, a DVD or flash drive containing the ANR plan and a level III standard digital file (SDF) per MassGIS standards for digital plan submittals to municipalities.

The Northborough Planning Board has accepted the submission of the above ANR Plan. This document certifies that, as currently submitted, the ANR Plan meets the minimum submission guidelines as set forth by the Town of Northborough Rules and Regulations Governing the Subdivision of Land. This document certifies that the ANR Plan is officially accepted for Planning Board review and consideration. It does not constitute approval of the ANR Plan. Approval of the ANR Plan is governed by the Town of Northborough Rules and Regulations Governing the Subdivision of Land.

Planning Director/Planning Clerk Signature _____ Date _____