



TOWN OF NORTHBOROUGH PLANNING BOARD

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5019 • 508-393-6996 Fax

Planning Board Application Distribution List

Project Address: _____

GIS Map & Parcel: _____

Please check all that apply:

- ☐ Site Plan Approval ☐ Special Permit with Site Plan Approval ☐ Common Driveway Special Permit
☐ Wireless Communications Facility Special Permit ☐ Wireless Communications Facility Site Plan
☐ Special Permit per Groundwater Protection Overlay District

Please note required plan sizes: Full-size - 24" x 36" Half-size - 11" x 17"

Town Office – Second Floor	Received By	Date
Town Clerk (half-size plans)		
Board of Selectmen (half-size plans)		
Fire Department (full-size plans)		
Police Department (half-size plans)		
Department of Public Works (3 full-size plans)		
Board of Health (half-size plans)		
Building Inspector (full-size plans)		
Town Office – First Floor	Received By	Date
Conservation Commission (half-size plans)		
Town Engineer (full-size plans)		
Earth Removal Board (half-size plans)		
Town Planner (Original Application & full-size plans)		
Planning Board (requires 5 copies & full-size plans)		
Groundwater Advisory Committee (requires 5 copies & half-size plans when proposal is located in a groundwater overlay district)		
Design Review Committee (Planning Department) (requires 5 copies & full-size plans when proposal is located in zoning district DB, BE, BW, BS, HB and DN)		

THE COMPLETED DISTRIBUTION SHEET MUST BE RETURNED TO THE PLANNING DEPARTMENT.