

Application Land Disturbance Permit

GENERAL INSTRUCTIONS

An applicant for a land disturbance plan review must file with the Planning Board a completed application, in accordance with the requirements of the Stormwater Management and Erosion Control Bylaw.

1. Provide (10) copies of a completed Land Disturbance Application Form and (10) total sets of plans, as follows: (2) sets of plans not to exceed 24" x 36" and scale at 1"=40' and (8) sets of plans not to exceed 11"x17" for all filings for disturbances exceeding one acre.
2. A check made payable to the Town of Tewksbury shall be submitted with the application and it will not be considered complete until filing fee is paid.
3. Provide a certified abutters list to include direct abutters (touching property line, including across public ways) and all abutters within 100 feet of the property line. The certification comes from the Assessor's Office located in the Town Hall Annex. The certified abutters list must be dated within six months of date of application. Please submit an electronic copy of this list upon submission.
4. The Applicant will publish the public notice. Transmit the legal notice for the Public Hearing to the Town Crier for publication for (2) successive weeks. The legal notice and dates for publication will be provided by the Community Development Office once the application is submitted. The applicant shall pay all costs associated with the publication and notification requirements.

Professional review fees include engineering review, legal review, and clerical fees associated with the public review and permit processing. A fee estimate may be provided by the Planning Board's consultant. The applicant may be required to establish an escrow account with the Town to cover the review fees. If the escrow account becomes depleted, the applicant will be required to renew the escrow account in order to continue the review of the application.

Applicant's Name _____
Applicant's Address _____
Applicant's Phone _____
Owners' Names(s) _____
Owners' Address _____
Owner's Phone _____

The Land Disturbance involves property where owner's title to the land is derived under deed from _____, dated _____, and recorded in the Middlesex North Registry of Deeds, Book _____, Page _____, or Land Court Certificate of Title No _____, Registered in _____ District, Book _____, Page _____. The project is located on the parcel shown on Assessors Map _____, Parcel _____. Project street address _____

Give a brief summary of the nature of the project. (attachment is acceptable)

The property (building) is described as being located at _____;
It is currently used as _____,

The changes proposed are

Planned start date: _____, Planned completion date: _____

Total area to be disturbed? _____ square feet.

Total area of the site (lot) _____ square feet

Will there be disturbance of any slope greater than 15%? _____ Yes _____ No

If yes, give the area of the slope disturbance. _____ square feet.

Please list other narratives and plans (graphics) submitted with this application.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Attach application fee and supporting documents.

Certification

I, the undersigned, hereby certify that I have read and understand the requirements and conditions of the Town of Tewksbury Stormwater Management and Erosion Control Bylaw and Regulations and that the information included in the application materials is accurate and truthful to the best of my knowledge.
(sign and print name and date)

Owner Signature: _____ Date: _____

Name _____
(please print)

Applicant Signature: _____ Date: _____

Name: _____
(please print)

Application Fee Schedule

The following fee schedules are minimum fees. The Planning Board may require higher fees if deemed necessary for proper review of an application or to ensure compliance.

Lot Area	Application Fee
Less Than 1 Acre	\$ 250
1 to 10 Acres	\$ 500 + # of abutters x \$0.50 x 2 for postage
More than 10 Acres	\$ 750 + # of abutters x \$0.50 x 2 for postage
Resubmittal/Amendment Filing Fee	\$ 70 + # of abutters x \$0.50 x 2 for postage