



TOWN OF CARVER

Planning Board

108 Main Street, Carver, MA 02330
Tel: 508-866-3405 • Fax: 508-866-3430
Email: townplanner@carverma.gov

Planning Board: Site Plan Review

- ☐ 8 full sized set of plans
- ☐ (1) 11x17 set of plans
- ☐ PDF of Plans
- ☐ PDF of Storm Water Report
- ☐ (8) Complete Application Forms
- ☐ Brief Narrative of Project
- ☐ \$500 check payable to "Town of Carver" for filing fee
- ☐ Review check payable to "Town of Carver" calculated at \$500/acre
- ☐ Certified abutters list from Assessor's office

Application Deadline: 4 Thursdays before the Agenda Date.

2 Newspapers ads: 1st ad must appear 3 Fridays before Agenda Date; 2nd ad on following Friday.

Send *Certified Mail* to abutters and surrounding towns after 1st newspaper ad appears.

Stamp application in with the Town Clerk.

The Board has 60-days from date of application to make a decision.

Decisions are not mailed to abutters.



TOWN OF CARVER

Planning Board

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APPLICATION FOR SITE PLAN REVIEW

Please supply the following information (print legibly or type)

Applicant: Name _____

Address (mailing) _____

Phone _____

Project: Street Address _____

Assessors Sheet _____ Lot(s) # _____

Check as many categories as apply:

Residential _____

Commercial _____

Industrial _____

New Construction _____

Expansion of existing structure _____

Exterior alteration of existing structure _____

Parking Lot _____

Land development activity _____

Briefly describe project: _____

Dwelling Units # _____

Parking Spaces # _____

Square Feet of Construction _____

Total Square Feet Rendered Impermeable _____

Does this project require a special permit? _____ If so, explain why _____

**CARVER PLANNING BOARD
SITE PLAN REVIEW CHECKLIST**

To assist the Planning Board in determining that your site plan submission is complete, please check the information which you are enclosing with your application:

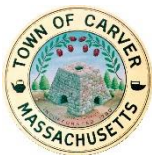
- _____ A. the location and boundaries of the lot, adjacent streets or ways, and the location and owners' names of all adjacent properties;
- _____ B. existing and proposed topography including contours at two (2) foot intervals, the locations of wetlands, streams, waterbodies, drainage swales, areas subject to flooding, and unique natural land features;
- _____ C. existing and proposed structures, including dimensions and elevations;
- _____ D. the location of parking and loading areas, driveways, walkways, access and egress points;
- _____ E. the location and description of proposed exterior lighting;
- _____ F. the location and description of all proposed septic systems, water supply, storm drainage systems, utilities, refuse and other waste disposal methods, and snow disposal methods;
- _____ G. the nature, location and size of all significant existing plant materials, including tree, shrub, or brush masses, grassed areas, and all individual trees over ten inches in caliper.
- _____ H. proposed landscape features including the location and a description of screening, fencing, and planting;
- _____ I. the location, dimensions, height, and characteristics of proposed signs;
- _____ J. the location and a description of proposed open space or recreation areas;
- _____ K. the estimated daily and peak hour vehicle trips to be generated by the site. Plan shall show traffic flow patterns for vehicles and pedestrians showing adequate access to and from the site and adequate circulation within the site;
- _____ L. a plan and narrative describing the soil erosion and sedimentation control measures that will be utilized within the site.

The reviewing board may waive any information requirements it judges to be unnecessary to the review of a particular plan. If you are requesting any waivers, list them here, along with a brief statement of why the requirements are unnecessary:

All site plans shall be prepared by a professional land surveyor, professional engineer, registered architect, or landscape architect as appropriate, unless this requirement is waived by the reviewing board because of unusually simple circumstances. All site plans shall be on standard 18" x 24" x 36" sheets and shall be prepared at a sufficient scale (1" = 40' preferred).

Applicant Name: _____

Applicant Signature: _____ Date: _____



TOWN OF CARVER
BOARD OF ASSESSORS
Telephone (508) 866-3410 – Fax [508] 866-7401

Cranberry Land USA

CERTIFIED ABUTTER'S LIST REQUEST

The Assessor's Office will certify the names and mailing addresses of all abutters. The fee for this service is subject to the Fee Schedule.

The office has **10 days** to complete this request.

Applicant: _____

Mailing Address: _____

Telephone: _____

Location of Property: _____

Map: _____ Lot: _____ Key # _____

For: _____

Board of Selectmen

Conservation Commission (100')

Zoning Board of Appeals

Planning Board

Earth Removal

Board of Health (100')

Map / Lot

Map / Lot

Map / Lot

Note: Once a certified abutter's list request is complete – the certification is only good for 30 days from the date on the letter.

____ I DO NOT HAVE A MEETING DATE BEFORE THE BOARD CHECKED ABOVE BUT WILL CALL TO ACTIVATE THIS REQUEST ONCE I KNOW THE DATE OF MY HEARING/MEETING.