



Boxborough Planning Board
29 Middle Road
Boxborough, MA 01719
978-264-1723
www.boxborough-ma.gov

Site Plan Approval Application

Town Clerk Received

Planning Board Received

Property Location: _____

Assessor Parcel Number(s): _____

Zoning District(s): _____

Name of Owner: _____ Phone # _____

Address: _____

Email Address: _____

Name of Owner: _____ Phone # _____

Address: _____

Email Address: _____

Name of Applicant: _____ Phone # _____

Address: _____

Email Address: _____

Name of Engineer: _____ Phone # _____

Address: _____

Email Address: _____

Name of Surveyor: _____ Phone # _____

Address: _____

Email Address: _____

1) Describe briefly the development for which Site Plan Approval is sought: _____

2) Describe briefly the uses or activities for which site plan approval is sought: _____

3) Lot Area _____ Frontage _____ Building Height _____ Number of Stories _____

4) Building Setbacks: Front _____ Rear _____ Left Side _____ Right Side _____

5) Parking Setbacks: Front _____ Rear _____ Left Side _____ Right Side _____

6) Lot Coverage (buildings, parking, paving): _____

7) Floor Area Ratio (Industrial-Commercial & Office Park Districts): _____

8) Number of Parking Spaces: _____ Future Parking Spaces: _____

9) Number of Loading Spaces: _____

10) Estimate the Daily Traffic: No. of Employees: _____

Total No. of Trips: _____ Peak A.M.: _____ Peak P.M.:

Sight distance along the road at driveway entrance: _____

11) Sewage Discharge Rate (gals/day): _____ Water Usage (gals/day): _____

12) Describe any proposed on-site stormwater and drainage system and submit pre- and post-drainage calculations: _____

13) Describe any proposed signs: _____

14) Describe any proposed outdoor lighting (include hours of use, lighting type, directional shielding, and height of fixtures) and provide manufacturer's light fixture cut-sheets: _____

15) Discuss any hazardous materials or wastes to be used or generated on site, including quantities, safety procedures, storage and disposal methods: _____

16) Indicate any sources of loud noise, vibration, glare, odors, air or water pollutants, or electrical disturbances: _____

17) Is removal of soils from the site required? Yes No If yes, cubic feet: _____

18) Will important wildlife habitats and/or outstanding botanical features be affected? Yes No

19) Historic sites or buildings listed in the Historic Survey? Yes No

20) Historic sites/buildings eligible or listed on the Federal/State Historic Register? Yes No

21) Proposed work within 100 ft. of a wetland resource area and/or 200 ft. of a stream or river?

22) Is the project within the Flood Plain District? Yes No

23) Is the site or portion of the site within the Aquifer Protection District? Yes No

24) List any Board of Appeals decisions pertaining to this site: _____

I, the undersigned Owner and Applicant, request that my Site Plan Application be reviewed by the Boxborough Planning Board. I understand that my Application may be reviewed by outside consultants as defined in the Board's Site Plan Approval Rules & Regulations and allowed by MGL Ch. 44, Sec. 53G, for which payments to the Town of Boxborough will be made by me in accordance with Section VI.D.

Signature of owner(s) _____ Date: _____
(Required)

_____ Date: _____

Signature of Applicant(s): _____ Date: _____
(if different than Owner)

_____ Date: _____

Application Submittal Check List

- 1. One original Site Plan Application; filled out and signed by owner and applicant with all supporting information required pursuant to Section III of the Site Plan Approval Rules & Regulations and ten copies. **Only two copies of the drainage calculations are required.**
- 2. One full size set of Site Plans, Building Elevations, Floor Plans and Landscape Plans in conformance with Section III and seven copies.
- 3. Three 11" x 17" reduced Site Plans, Building Elevations, Floor Plans and Landscape Plans
- 4. A CD with the Plan and all supporting documentation in a PDF file format.
- 5. Certified List of Abutters
- 6. Application fee as established in the Planning Board Fee Schedule