

Leicester Planning Board Site Plan Review & Special Permit Application Form

PERMIT TYPE: ☐ Special Permit ☐ Site Plan Review

CONTACT INFORMATION

Owner Information					
Name:					
Signature:					
Address:					
Phone:		Fax:		Email:	
Applicant Information					
Name:					
Signature:					
Address:					
Phone:		Fax:		Email:	
Primary Contact Person <small>(The person that will be contacted by Planning Board staff during the application process.)</small>					
Name:					
Address:					
Phone:		Fax:		Email:	

PROJECT INFORMATION

Project Address:		Zoning District:	
Assessors Map & Parcel #		Deed Reference (Book & Page):	
Applicable Zoning Bylaw Section(s):			
Proposed Land Use:			
Existing Land Use:			
Size of Proposed Structure(s):			

PROJECT INFORMATION, Continued

Total Lot Area:	
Water Source: (If “public” water, identify applicable water district)	
Sewer Source: (If “public” sewer, identify applicable sewer district)	
Brief Project Description: Please include a description on this form (i.e. do not write “see attached”).	

Application Checklist

Use this checklist to ensure you have provided all required information See Planning Board Site Plan Review & Special Permit Regulations for details.

- | | | |
|---|---|---|
| <input type="checkbox"/> 13 copies of plans (3-full-size & 10- 11"x17") | <input type="checkbox"/> Full Project Narrative including any waiver requests (13 copies) | <input type="checkbox"/> Drainage Analysis/ Stormwater Report, (3 copies) |
| <input type="checkbox"/> Documentation of Availability of Water & Sewer | <input type="checkbox"/> Certified Abutters List* | <input type="checkbox"/> Traffic Study (3 copies) |

* certified abutters lists are required for all Special Permits applications and for Site Plan Review Application for projects involving new construction over 30,000 s.f.

Applications will not be accepted without the applicable Application Fee (please refer to the Planning Board's Fee Regulations).

For Planning Board Use:				
Date of Submittal:				
Public Hearing/Meeting Date(s):				
Date of Planning Board Vote:				
Date Decision Filed with Town Clerk:				