



For Office Use Only:

Application #: _____ Received by Planning Dept: _____
Reference #: _____ Filed with Town Clerk: _____
Fee Paid: \$ _____

Town Clerk

APPLICANT INFORMATION:

Applicant: _____
Address: _____

Telephone: _____
Fax: _____
Email: _____

SURVEYOR/ENGINEER/ATTORNEY:

Address: _____

Telephone: _____
Fax: _____
Email: _____

PROPOSAL:

Number of Existing Parcels/Lots: _____
Number of Proposed Parcels/Lots: _____
Number of Proposed Streets: _____
Length of each street: _____

PROPERTY INFORMATION:

Property Address/Description: _____

PROPERTY OWNER:

(if different from applicant)

Address: _____

Telephone: _____
Email: _____

DEED OF PROPERTY RECORDED IN:

Hampshire Cty. Reg. of Deeds Mass. Land Court
Book: _____ Page: _____
Map/Parcel: _____
Zoning District: _____

The undersigned herewith submits the accompanying Preliminary Plan of a subdivision of property located in the Town of Amherst under the Subdivision Control Law, M.G.L. Chapter 41, § 81K-81GG, and to the Rules and Regulations governing the Subdivision of Land in the Town of Amherst, as amended.

NOTE: File this completed form with one full-size, one 11x17", and one electronic set of plans, the application fee (\$500 + \$75/lot), the legal ad fee (\$75), and a Request for a Certified List of Abutters with the Planning Department.

Signature of applicant(s) (if other than owner)

Signature of property owner(s)

FORM B – PRELIMINARY SUBDIVISION APPLICATION

This Page for Town Hall Office Use Only:

Application #: _____

Reference #: _____

Town Engineer		DPW Superintendent	
Fire Chief		Health Department	
Building Commissioner		Conservation Director	
Other:		Other:	

Abutters Notified: _____ (date)

Planning Board Meeting Date(s): _____

Planning Board Action: Approved Disapproved Approved with Conditions

Action Letter Sent to Applicant: _____ (date)

Town Clerk/Building Commissioner/Town Engineer Notified of Planning Board Action: _____ (date)

Inspection Fee Paid: _____ (date)

**AMHERST BOARD OF ASSESSORS
REQUEST FOR CERTIFIED LIST OF ABUTTERS**

Note: THE ASSESSORS OFFICE REQUIRES 10 BUSINESS DAYS TO PREPARE AN ABUTTERS LIST. WE THEREFORE ADVISE YOU NOT TO SCHEDULE A HEARING UNTIL YOU HAVE THIS LIST.

Please Print

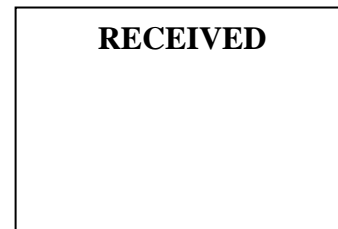
STREET ADDRESS	MAP	PARCEL
OWNER'S NAME	APPLICANT'S NAME	
STREET	STREET	
CITY ST	CITY	STATE ZIP
CONTACT PERSON & PHONE #		

*****Please note that if requesting abutters lists for two different departments for the same parcel, you must fill out separate abutters request forms.*****

Please circle type of permit or variance requested:

- A: Liquor License – Immediate abutters, also 500’ from all borders for churches/hospitals/public & private schools.
- B: Planning Board – Subdivision or Special Permit - 300’
- C: Zoning: - Special Permit or Variance Appeals - 300’
- D: Conservation: -Wetland Hearing - 300’
- E: Planning - Site Plan Review 300’
- F: Selectboard - 300’

NOTE: THE ABUTTERS LIST IS ONLY OFFICIAL FOR A PERIOD OF 30 DAYS FROM THE DATE OF CERTIFICATION BY THE ASSESSOR. AFTER 30 DAYS, YOU WOULD NEED TO REAPPLY FOR A NEW LIST.



ATTENTION!



HOMEOWNERS, BUILDERS, CONTRACTORS, LANDSCAPERS & ARCHITECTS

Do NOT cut down, remove, or alter any existing TREE, SHRUB, or STONE WALL near a street until you have confirmed that they are *entirely* on private property!

Under the Shade Tree Act (MGL Ch. 87) and the Scenic Roads Act (MGL Ch. 40, Sec 15C) existing TREES, SHRUBS & STONE WALLS in Amherst are protected in the following areas:

- ☞ On private property if the tree trunk, shrub, or stone wall touches or extends into the public way (the public property that includes the street, sidewalks, and utility corridors); or

- ☞ In the public way, including in front of any private property being prepared/cleared for driveways, construction, connection to utilities, etc.

Violations of these laws can involve FINES up to **\$500**, PLUS the cost of replacing all trees, shrubs, and walls. Don't take the chance! Ask first.

FOR PROPERTY LINE INFO:

Jason Skeels, Town Engineer
Public Works Dept.
586 South Pleasant Street
Amherst, MA 01002
(413) 259-3050
skeelsj@amherstma.gov

FOR PUBLIC SHADE TREE INFO:

Alan Snow, Tree Warden
Public Works Dept.
586 South Pleasant Street
Amherst, MA 01002
(413) 259-3211
treewarden@amherstma.gov

FOR SCENIC ROADS INFO:

Amherst Planning Dept.
Town Hall, 4 Boltwood Ave.
Amherst, MA 01002
(413) 259-3040
planning@amherstma.gov

