

**TOWN OF MATTAPOISETT  
PLANNING BOARD**

**FORM SP-A**

FILE # \_\_\_\_\_

(APPLICATION FOR SITE PLAN REVIEW AND APPROVAL)

Date \_\_\_\_\_

Town Clerk  
Town of Mattapoisett  
16 Main Street, PO Box 435  
Mattapoisett, MA 02739

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

(If corporation, name and address of President and Secretary required also)

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Project Name: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Square Footage Proposed: \_\_\_\_\_

Location: \_\_\_\_\_

Plot & Lot: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Attachments:

1. Seven (7) copies of site plans.
2. Certified list of abutters-certified by Board of Assessors of all abutting properties and those within 300 feet of property lines.
3. General location of structure and topography within (200) two hundred feet of the property lines of the site or adjacent land contiguously owned with the site.
4. All site features, existing or proposed.
5. Names and addresses of professional engineer, land surveyor, architect or landscape architect.

The Applicant hereby requests that the Planning Board schedule a Public Hearing and proceed with Site Plan Review and Approval in accordance with Section III.I, 5.a. of the Zoning By-Law.

SIGNED BY APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNED BY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

The Planning Board shall act on an application for site plan approval and shall notify in writing the applicant, inspector of Buildings and office of the Town Clerk within sixty (60) days of the receipt of the application. **Incomplete applications shall not be accepted by the Planning Board.**