

**FORM C – APPLICATION FOR APPROVAL OF A DEFINITIVE SUBDIVISION PLAN**

Date: \_\_\_\_\_

The undersigned, being the applicant as defined by the Subdivision Control Law, M.G.L. c. 41 §81-L, requests approval of a definitive subdivision plan entitled: \_\_\_\_\_

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

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

Applicant's Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

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

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

Engineer and/or Surveyor: \_\_\_\_\_

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

Property Information: Assessors Map # \_\_\_\_\_ Parcel # \_\_\_\_\_ Zoning Dist. \_\_\_\_\_

Number of lots proposed: \_\_\_\_\_

The undersigned's title to said land is derived from:

\_\_\_\_\_ by deed dated \_\_\_\_\_, and recorded in the Worcester District Registry of Deeds Book \_\_\_\_\_, Page \_\_\_\_\_, or registered in the Worcester Registry District of the Land Court, Certificate of Title Number: \_\_\_\_\_

Said plan (has) (has not) evolved from a preliminary plan submitted to the Board on \_\_\_\_\_ and (approved with modifications) (disapproved) on \_\_\_\_\_.

The applicant agrees, if the definitive plan is approved, to construct and install all improvements within the proposed subdivision required by the Rules and Regulations Governing the Subdivision of Land in the Town of Oxford as in force on the date of this application, and as modified and supplemented by the work specifications and other requirements of the Department of Public Works and the Town Engineer, Board of Health, Conservation Commission, and the Fire Department.

The applicant further agrees:

1. To complete all said required improvements within three years from the date of approval of the definitive plan by the Board unless the Board specifies a different period of time; and,
2. If the definitive plan is approved, the applicant shall record or register the plan in Worcester Registry District and agrees that even if otherwise authorized to do so by the filing of a performance bond, the applicant will not sell or offer to sell any of the lots within the subdivision until said plan is so recorded or registered with a recorded copy provided to the Planning Board; and,
3. After final approval of the definitive plan and before endorsement of said plan by the Board, the applicant will cause to be filed with the Board a bond in form satisfactory to the Board, conditioned on the completion of all required improvements in the time and manner prescribed, in a penal sum sufficient, in the opinion of the Board

and as prescribed in the Rules and Regulations Governing the Subdivision of Land in the Town of Oxford to cover the cost of such work, and executed by the applicant as principal and by a surety company authorized to do business in the Commonwealth and satisfactory to the Board as surety, or secured by the deposit with the Town Treasurer of cash or negotiable securities in an amount equal to the penal sum of the bond; OR, After final approval of the definitive plan and before endorsement of said plan by the Board, the applicant will cause to be filed with the Board a covenant, executed and to be duly recorded or registered by the owner of record at the time of the recording or registering of said plan, running with the land, whereby all improvements in the construction of ways and the installation of municipal services to serve any lot in the subdivision shown on the plan shall be provided before such lot may be built upon or conveyed, other than by mortgage deed, as provided for in the Subdivision Control Law under Massachusetts General Laws Chapter 41, §81U.

4. To pay prior to the public hearing on this application the cost of publication, arranged by the Board, of the required notice of said hearing in a newspaper of general circulation in the Town; and,
5. To pay promptly, on request therefore by the Board, all expenses of the Board for peer review(s), inspection of construction, recording, and all other expenses in connection with the application and the plan, including all fees and disbursements of counsel for the Board regarding the subdivision [Failure to pay any fees may result in a delay of hearing opening and/or revocation of approval]; and,
6. Should any person appeal to the Superior Court any decision of the Board or of the Board of Health as to the plan, under Massachusetts General Laws Chapter 41, §81BB or otherwise, and should the Board prevail as to the appeal (in the Superior Court or on appellate review), in whole or in part, the applicant; shall reimburse the Board for all expenses incurred by it on account of the appeal, including its counsel fees and disbursements.

The undersigned hereby applies for the approval of said Definitive plan by the Board, in belief that the plan conforms to the Subdivision Rules and Regulations of the Town of Oxford.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Owner's Signature

**INSTRUCTIONS:** Complete three (3) copies of this application and tax verification form. Deliver one complete form with five full sized prints and eight 11" by 17" sized prints of the plan, all required supporting documentation, along with a digital copy of the same, and the proper filing fee to the Planning Office or by certified mail to the Planning Board Office at the above address. Deliver one complete form with a copy of the plan to the Board of Health Office at the above address. Give notice to the Oxford Town Clerk by delivery or certified mail to the above address that the plan has been submitted to and accepted by the Planning Board and include one complete form and a copy of the plan.

**FILING FEE:** \$1200.00 [includes \$200 legal notice fee]; for subdivisions greater than 10 proposed lots including remaining land add \$100 per lot.

**NOTICE:** *Oxford Planning Board meets on the second and fourth Monday of each month. To ensure that your submission is placed on the agenda, you must submit a complete application package to the Planning Board before noon on the Wednesday prior to the meeting.*

**FOR OFFICIAL USE ONLY**

THIS PORTION TO BE COMPLETED BY THE PLANNING BOARD CLERK

Received by Planning Board: (Signature) \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Received by Board of Health: (Signature) \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Received by Town Clerk: (Signature) \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_



**TO THE APPLICANT:**

Please furnish the following information and return to the appropriate board, office, department, commission or division of the Town of Oxford (pursuant to Chapter 53, Section 1 through 5, General By-Laws, Town of Oxford):

APPLICANT or  
PRINCIPLE OF ORGANIZATION: \_\_\_\_\_

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

PROPERTY  
OWNER: \_\_\_\_\_

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

\*\*\*\*\*

**Board of Assessors:**

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

Please list parcel owned by above applicant:

Map: \_\_\_\_\_ Parcel: \_\_\_\_\_ Date Purchased: \_\_\_\_\_

\_\_\_\_\_  
Assessor's Office

\_\_\_\_\_  
Date

\*\*\*\*\*

**Tax Collector:**

Tax Status: \_\_\_\_\_

Real Estate: \_\_\_\_\_

Personal Property Tax: \_\_\_\_\_

\_\_\_\_\_  
Treasurer/Collector's Office

\_\_\_\_\_  
Date



# TOWN OF OXFORD

## Board of Assessors

*Alexander Sendzik-MAA, Town Assessor  
325 Main Street, Oxford, MA 01540  
Phone (508) 987-6038 ext. 1051  
Fax (508) 987-3706  
assessor@oxfordma.us*

### ABUTTERS LIST REQUEST FORM

DATE: \_\_\_\_\_

MAP \_\_\_\_\_ PARCEL \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_

NAME OF REQUESTOR: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

#### TOWN DEPARTMENT REQUIRING LIST:

- ☐ Board of Health - 100'
- ☐ Board of Selectman – 300'
- ☐ Conservation - 100'
- ☐ Planning Board (site review) - 300'
- ☐ Zoning Board of Appeals – 300'
- ☐ Other

PURPOSE: \_\_\_\_\_

**\$10 Fee**

Please remit to: Town of Oxford- Assessor 325 Main Street Oxford, MA 01540

Assessor Space Only  
\_\_\_\_ PAYMENT RECEIVED \_\_\_\_ Check \_\_\_\_ Cash