

FORM A-2
City of Leominster, Massachusetts
PLANNING BOARD

REQUEST FOR SITE PLAN APPROVAL FOR A NON-RESIDENTIAL DEVELOPMENT

*File one completed form and one copy with the Planning Board and one copy with the City Clerk.
Fifteen copies of the plan must be submitted to the Planning Board.*

_____, 200__

General Information

Site Location: _____

Applicant Name: _____

Address: _____

Tele./Fax/Email: _____

Owner Name: _____

Address: _____

Tele./Fax/Email: _____

Option Holder Name: _____

Address: _____

Tele./Fax/Email: _____

Name of Engineer or Surveyor: _____

Address: _____

Tel./Fax/Email: _____

Petition: We petition for approval of the plan herewith submitted which illustrates proposed construction which would make available through:

_____ A. New Construction _____ B. Conversion _____ C. Rehabilitation

a non-residential development containing the following:

A. Gross floor area (per building) _____

B. Number of buildings _____ C. Number of parking spaces _____

Description of plan _____

Signature _____

Name _____

Title _____

Fee: \$150.00 plus \$2.00 per each parking space

SITE PLAN CHECKLIST

- Original and 2 copies of the application form completely filled out.
Must be time stamped in the Clerks office
- A cover letter that gives a detailed description of the project and
What action the applicant expects
- Fifteen copies of an acceptable plan. If small size plans are
available 3 copies to accompanying large set.
- Autocad format of the plan which is compatible with the City's
GIS System.
- Cash or check payable to the City of Leominster
\$150.00 for application
\$2.00 for each parking space
- If appropriate, drainage calculations and traffic studies.

If you have any questions regarding your application please call the
Planning Department at 978-534-7525 ext. 255