



Town of Granby

PLANNING BOARD

Kellogg Hall

250 State Street

Granby, MA 01033

413-467-7177 Fax 413-467-2080

GUIDELINE TO FILE “ANR” PLAN

(Pursuant to Section 3.00 Town of Granby Subdivision Regulations)

Submission must have:

- Two (2) “FORM A” applications completed
- Two original mylars prepared by a registered land surveyor
- 3. Four (4) prints of the Plan. (Two (2) of the prints shall have significant features illustrated according to required color scheme)
- Plan must contain among other things (See Subdivision Regulations Section 3.03) the following:
 - North arrow, date, legend.
 - Names and addresses of owner, applicant and engineer and Official Seal.
 - Names of abutters
 - Existing streets, easements, lot lines, lot areas in square feet.
 - Location of all monumentation.
 - Space to record action of the Planning Board.
 - LOCUS PLAN
- Filing Fee-\$125.00 for each new lot created.(minimum \$250.00)

If Plan is completed, notify applicant of time and place of next Planning Board meeting and instruct applicant to file plan and other documents with the Board at that time. If the Planning Board determines that the plan submittal is complete it will acknowledge “receipt” of the Plan.

The Applicant must then file “FORM A” with the Town Clerk, and a “FORM A” along with the fees, plans and documents must be delivered to Town Hall, Room 1 which

constitutes the “effective date of submission” and a which time the review process will begin. The Planning Board has twenty-one (21) days from the “effective date of submission” to act on the Plan.

THIS GUIDELINE TO BE GIVEN TO APPLICANT