



Community Planning

SPECIAL PERMIT - FLOODPLAIN DISTRICT
APPLICATION PACKAGE

In order for an application to be considered “complete” all the following items must be submitted:

1. Filing fee (see attached) _____
2. Complete application form _____
3. Complete designers certificate _____
4. Complete certified abutters list _____
5. Copy of completed Conservation Commission application _____
6. Two (2) original reproducible mylars of each sheet _____
7. Eight (8) copies of plans _____
8. “PDF plan emailed to planning@northreadingma.gov” at time of filing _____
9. All runoff, drainage calculations and compensating flood storage proposal with a report describing all proposed alterations of floodplains, mitigation measures and construction methodology. _____
10. Evidence of filing with Town Clerk _____
11. Letter of authorization if applicant is other than owner _____
12. Brief letter of explanation describing the proposal _____

NOTE: Other supporting documentation including, but not limited to, drainage calculations, traffic studies, decisions of other Boards, conditions of Covenants already imposed, etc. may be required by the Community Planning Commission prior to final approval.



Community Planning

**APPLICATION FOR A SPECIAL PERMIT
FLOODPLAIN DISTRICT**

1. Date of application: _____
2. Location of Land: _____
(Number Street Assessors Map & Parcel)
3. Lot area: _____ Street frontage: _____ Zoning District _____
4. Proposed Use: _____
5. Does the Site Plan show any inconsistency with the FIRM map?
_____ Yes; _____ No. If "yes", explain in written narrative.
6. State the applicant's interest (if other than legal owner)

7. Name and address of Environmental Scientist:

_____ Phone: _____
8. Name and address of Registered Land Surveyor:

_____ Phone: _____

TOWN OF NORTH READING, MASSACHUSETTS
COMMUNITY PLANNING COMMISSION
FORM D
DESIGNER'S CERTIFICATE

(Date of Filing)

To the Community Planning Commission:

In preparing the plan entitled: _____

Section(s): _____ sheet(s): _____

My sources of information about the location of boundaries shown on said plan were one or more of the following:

1. Deed from _____ to _____
Dated _____ and recorded in the
Middlesex County Registry of Deeds Book # _____, Page # _____.

2. North Reading Assessor's Map # _____, Parcel(s) _____

3. Oral information furnished by: _____

4. Actual measurement on the ground from a starting point established by:

5. Other sources: _____

Signed: _____
(Registered Professional Engineer or
Registered Land Surveyor)

(Seal of Engineer or Surveyor)

Number: _____

Address: _____ 235 North Street, North Reading, MA 01864 ... 978/664-6050 - FAX 978/664-6052