CITY OF BEVERLY PLANNING BOARD

OPEN SPACE RESIDENTIAL DESIGN (OSRD)
SITE PLAN APPLICATION, *or*
MODIFICATION OF APPROVED OSRD SITE PLAN APPLICATION
(please type or print clearly)

File one (1) original and three (3) copies of completed form with the Beverly Planning Board. One (1) completed form will be filed with the City Clerk. See attached copy of *Rules and Regulations for Open Space Residential Design Site Plan Ordinance* and Zoning Ordinance Section 29-24.B. for plan filing requirements and review procedure.

_____, 20____ (date)

_____, 20____ (date received)

Name of owner (*please print*): _____

Address of owner: _____

Telephone number (H): _____ (W): _____

Name of applicant (*please print*): _____

Address of applicant: _____

Telephone number (H): _____ (W): _____

Address of property: _____

Assessors' Map #: _____ lot#: _____ zoning district: _____

Total Area of Land: _____

Total Number of Units: _____

Description of project: _____

_____

_____

_____

_____

_____

The deed for this property is recorded in _____

Registry of Deeds, Book #_____, Page # _____.

_____ (signature of property owner)

_____ (signature of applicant if not owner)

FOR OSRD SITE PLAN APPLICATIONS ONLY

MEMORANDUM

DATE:

TO: Board of Health, Conservation Commission, Building Inspector, Design Review Board, Parking and Traffic Commission, Department of Public Works, Police Chief, Fire Chief, City Engineer

FROM: **NAME OF APPLICANT**

SUBJECT: OPEN SPACE RESIDENTIAL DESIGN (OSRD) SITE PLAN APPLICATION: **PROJECT NAME AND ADDRESS**

The above-referenced OSRD Site Plan was submitted to the Planning Board on **DATE** for its review and approval. Pursuant to Zoning Ordinance Section 29-24.B.VI.2., I/we hereby submit the following information and plans to you for your review and recommendation.

___ OSRD SITE PLAN APPLICATION

___ OSRD SITE PLAN

___ INITIAL REVIEW APPROVAL LETTER FROM THE PLANNING BOARD

Pursuant to Zoning Ordinance Section 29-24.B.VI.2., please submit your report to the Planning Board c/o Darlene Wynne, Assistant Planning Director, Beverly Planning Department, 3rd Floor Beverly City Hall, 191 Cabot Street, Beverly, MA 01915, within 45 days of receipt of this letter.

Encl.