

TOWN OF STANFORD  
PLANNING BOARD  
**SUBMISSION REQUIREMENTS**

The following materials must be submitted **14 days** prior to the Planning Board meeting at which the application is to be presented.

<b>APPLICATION TYPE</b>	<b># COPIES</b>	<b>SUBMISSIONS*</b>	<b>TOWNCODE</b>
<b>Minor Subdivision</b>	8	Completed application form	140-20
	8	EAF, short or long-form as called for	
	8	Agricultural Data Statement	
	8	Narrative describing details of project	
	8	Plan	
	1	Letter of authorization, if applicant not present	
	1	Non-refundable Fee: \$100 + \$50 per lot	
	1	Escrow Deposit: See attached fee schedule	
<b>Major Subdivision</b>	8	Completed application form	140-21 & 22
	8	EAF, short or long-form as called for	
	8	Agricultural Data Statement	
	8	Narrative describing details of project	
	8	Plan	
	1	Letter of authorization, if applicant not present	
	1	Non-refundable fee: \$1000 + \$75 per lot	
	1	Escrow Deposit: See attached fee schedule	
<b>Special Permits</b>	8	Completed application form	164-20
	8	EAF, short or long-form as called for	
	8	Agricultural Data Statement	
	8	Narrative describing details of the project	
	8	Preliminary site plan demonstrating: Site layout, building locations, parking, access and egress, lighting, landscaping, and other features as described in section 164-23 of the Town Code	
	8	Building Plans	
	1	Letter of authorization, if applicant not present	
	1	Non-refundable fee: \$50	
	1	Escrow deposit: \$1000	
<b>Site Plan</b>	8	Completed application form	164-30
	8	EAF, short or long-form as called for	
	8	Agricultural Data Statement	
	8	Narrative describing details of the project	
	8	Rough sketch of what is proposed (for sketch plan review, a detailed site plan per 164-32 requirements following sketch plan approval)	
	8	Area map	
	1	Letter of authorization, if applicant not present	
	1	Escrow deposit: See attached fee schedule	

**\* NOTE: Additional materials may be required after the application is reviewed by the Board, and at the time of approval.**