



Town of Fairhaven Planning Board

Town Hall

40 Center Street Fairhaven, MA 02719

508-979-4082

INSTRUCTIONS TO BE FOLLOWED WHEN PETITIONING THE PLANNING BOARD

UNACCEPTED STREET DISCONTINUANCE

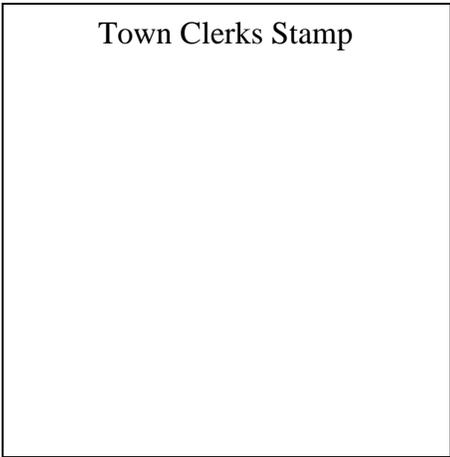
1. Street Discontinuance application, filed with the Town Clerk and the Planning Board. The next regularly scheduled Planning Board Meeting, which shall be the date of submission to the Planning Board.
2. A detailed narrative describing the proposal.
3. The applicant shall provide documentation that the street to be discontinued was originally part of the subject lot. Documentation may include deeds and copies of recorded plans and/or plats.
4. Ten prints of the survey of the street to be discontinued and legal description. (A marked up copy of the Assessors map is acceptable)*
5. Fees: *see Fee Schedule*.
6. An abutters list as they appear on the Town tax list, approved by the Town Assessor, for all property owners within a 300 ft. radius from the exterior bounds of the proposed Street Discontinuance.
7. Three sets of certified abutters pre-addressed on self sticking Avery 5160 mailing labels or similar 1" x 2 5/8" size. Duplicate labels are not required if the same owner is listed twice as an abutter.
8. A PDF of all submission files, studies, reports and plans forwarded to Director of Planning.
9. A Public Hearing is required for all Street Discontinuance applications. Said hearing must be advertised in two consecutive weeks, the first advertisement being at least fourteen days prior to the hearing.
10. The Planning Board will hold a Public Hearing on the proposed Street Discontinuance at which time the applicant shall present the Street Discontinuance to the Planning Board and the public.
11. After the close of the Public Hearing, the Planning Board shall take final action. The granting of the Street Discontinuance requires a 2/3rds vote of the eight-member board.
12. A copy of the decision on the Street Discontinuance shall be filed with the Town Clerk and mailed to the owner/applicant.
13. After the 20-day appeal period has expired, a Form "A" consolidating the discontinued street into the adjacent lots will need to be filed with the Planning Board.

* Please note that if a survey is not submitted and the discontinuance is approved, than a survey will be required as a condition of approval (see #11)



FAIRHAVEN PLANNING BOARD

**Application for
UNACCEPTED STREET DISCONTINUANCE**



Fairhaven, Massachusetts Date: _____, 20_____

The undersigned petitions the PLANNING BOARD FOR AN UNACCEPTED STREET DISCONTINUANCE in the manner and for the reasons herein after set forth, the application of the provisions of the zoning ordinance and MGL c. 82 to the following described Site:

Name of Applicant(s): _____

Applicant(s) Address: _____

Phone Number: _____ Fax Number: _____

Name of Owner(s): _____

Owner(s) Address: _____

Name of Engineer/Surveyor: _____

Engineer/ Surveyor Address: _____

Phone Number: _____ Fax Number: _____

Deed of Property recorded in Bristol County (S.D.) Registry of Deeds. Book: _____ Page: _____

Location and Description of Street: _____

Assessors' Plat(s) of adjacent lots: _____ Lot No(s) of adjacent lots: _____

Please attach a detailed narrative and any other documentation that supports your request.

Applicant Signature: _____ Owner Signature: _____

OWNERS OF ALL ADJACENT PROPERTIES MUST SIGN APPLICATION

File one completed form with the Planning Board and one copy with the Town Clerk.