

# Town of Smithfield

## Site Plan and Subdivision Plan Application

Please complete all sections of this application.

Call the Smithfield Planning Department at (757) 365-4200 if you have any questions.

### 1. Project Information

Project Name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

Tax Map No(s): \_\_\_\_\_

Zoning: \_\_\_\_\_ Total Building Square Footage: \_\_\_\_\_

Acreage: \_\_\_\_\_ # of lots: \_\_\_\_\_ # of units: \_\_\_\_\_

(Check all that apply)  Site Plan  Subdivision Plan  New Submittal  Resubmittal

### 2. Contact Information (who will be the main contact person for this project?)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

### 3. Property Owner Information

Name(s): \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### FOR TOWN USE ONLY

#### 4. Submittal Review Fee: \$ \_\_\_\_\_

(To be completed by Town of Smithfield staff only)

I, \_\_\_\_\_, have been informed by the Town of Smithfield that I will be receiving a bill(s) from the Town for site plan and/or subdivision plan reviewed by the Town's consulting engineering firm and agree to pay all such fees in a timely manner.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** If, in the discretion of the Town, it is determined that a review by the Town's consulting engineering firm, or any other expert or other consultant is prudent and necessary to ensure that the site plan or subdivision plan is in compliance with the Town's Zoning and Subdivision Ordinance, the Town's development standards and other State and Federal laws, then the applicant submitting said site plan or subdivision plan shall be required to pay the fees and costs incurred for such review. This requirement shall not apply to applications where the estimated cost of construction is less than \$5,000.00.