

Site Plan Review, Lot Line Adjustment, and Subdivision Application Process

1

Acquire Application Materials

Applications can be obtained at the Greenville Selectmen's Office or on the Town of Greenville's Planning Board webpage. Your agent or surveyor must contact the Assessor's office to obtain mailing addresses for the applicant's identified list of abutters.

2

Informational Meeting and/or Preliminary Consultation

It is highly recommended applicants have at least a preliminary consultation with the Southwest Regional Planning Commission (SWRPC) to review materials and fees. The SWRPC serves as the Town of Greenville's Planning Consultant. If desired, applicants may have an informational meeting with the Planning Board prior to submitting an application.

3

Submit Application with all Relevant Materials

- Review meeting schedule and application deadlines on the [Greenville's Planning Board meeting calendar](#).
- Submit the completed application, 7 copies of the plan, a PDF copy of the plan, fees, waiver requests, abutter list and any supplemental documents to the Selectman's Office.
- Submit 1 copy of the plan, application, and three (3) sets of self-stick mailing labels to the Selectman's Office.

4

Planning Board Review for Completeness

The submitted application will be reviewed at a Planning Board meeting following the submission deadline, during a public hearing. The Board will review for completeness. An application will be accepted as complete when all required materials have been submitted (refer to submission requirements and checklists in the pertinent regulations).

5

Approval, Conditional Approval, or Denial

After an application is deemed complete by the Planning Board, it will be reviewed based on merit and compliance with the Site Plan Review Regulations (applicable to site plan applications) or Subdivision Regulations (applicable to subdivision and lot line adjustment applications). Board decisions, among others, may include approval, conditional approval, or denial. The Planning Board will give further instructions at this point in time.