

Town of Oxford

Instructions for Minor Subdivision

The Town of Oxford Planning Board recommends that a copy of its “Subdivision Regulations” be purchased in order to help with the process of any subdivision application. (Please see the Oxford Town Clerk for Subdivision Applications and Regulations.)

First Meeting:

- A. Submit to the Oxford Town Clerk 10 copies of a sketch plan 10 days prior to the regular Planning Board meeting. Follow requirements of Section 400, page 15 of the “Subdivision Regulations” for sketch plan.

Second Meeting:

- A. Submit to the Oxford Town Clerk 10 copies of a Final Plat 10 days prior to the regular Planning Board meeting. Follow Section 401, pages 15 & 16 of the “Subdivision Regulations” for Final Plats.
- B. Minor Subdivision fee of \$90.00 is payable to the Oxford Town Clerk.
- C. Submit a short Environmental Assessment Form (E.A.F.) with Part I completed.
- D. Note: A Public Hearing shall be held by the Planning Board within 45 days of the time of Subdivision Plat for approval. Said Hearing shall be advertised at least once in the *Norwich Evening Sun* at least 10 days prior to the Public Hearing date.