

## **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.