

**PLANNING BOARD, SHERBORN, MA
FORM A**

**APPLICATION FOR ENDORSEMENT OF PLAN BELIEVED NOT TO REQUIRE APPROVAL UNDER THE
SUBDIVISION CONTROL LAW**

Date submitted: _____

INSTRUCTIONS:

For all applications believed not to require approval under the subdivision control law, and in accordance with Massachusetts General Law Ch. 41, Sec. 81P, please do the following:

1. Schedule a review by the Planning Board. (See or call the Town Planner, 508.651.7855.)
2. Fill out this FORM A as specified below.
3. Submit to the Town Planner (to bring to the Planning Board review meeting):
 - a. Completed original of this FORM A **and one (1) additional** copy of this completed form.
 - b. A completed original Mylar plan of the land **and five (5)** copies of the plan at a scale appropriate for the size of the property as may be approved by the Planning Board.
 - c. **One (1) 1" – 200' scale copy** of the plan of the land.
 - d. **One (1)** copy of a plan showing the existing boundaries of the land at the same scale as the plan indicating the proposed changes.
 - e. Filing fee as specified in Schedule C (check payable to: Town of Sherborn).

Note that the time period of MGL Ch. 41, Sec. 81P **does not commence** until the applicant files with the Town Clerk.

TO THE SHERBORN PLANNING BOARD:

The undersigned wishes to record the accompanying plan and requests a determination by your Board that approval under the Subdivision Control Law is not required. The undersigned believes that such approval is not required because the plan does not constitute a subdivision (fill in Section 1 or Section 2 below, but not both):

1. **Either because:**
 - a. Either lot shown thereon has the minimum frontage, area and width required by the Sherborn Zoning By-Laws; **and**
 - b. Each lot shown thereon has frontage on _____, a public way _____ or a private way _____ (check one).

2. **Or because:** _____

LOCATION OF PROPERTY: Assessors' Plans, Map No. _____, Lot No(s). _____

NAME OF SURVEYOR: _____

SOURCE OF OWNER'S TITLE:

- (a) Deed from _____ dated _____ recorded in Middlesex S. District registry of Deeds Book _____, Page _____; or
- (b) Land Court Certificate of Title No. _____ registered with Middlesex S. District Registry, Book _____, Page _____

APPLICANT'S SIGNATURE: _____ **Address:** _____

PLANNING BOARD ACTION:

Date of decision: _____
Approval not required: _____
Approval required: _____
Authorized Signature: _____

I/we certify that I am/we are the owner(s) of record of the above described property:

Signature(s) _____
Name(s) _____
Address _____

(See attached for Contents of Plan)

2.2. CONTENTS OF PLAN

Each plan shall contain the following information:

- a. Existing and proposed boundary lines, dimensions and areas (in square feet or to the nearest 1/100 of an acre) of all lots, the boundary lines of which are to be changed or shown without change.
- b. Title, north point, date of survey, date of plan and date of each revision, if any, Assessor's map number and lot number, and scale legend.
- c. Name of owner of record, and name, address, signature and imprint of the seal of the registered engineer or registered land surveyor preparing the plan.
- d. Names of the owners of all abutting lots from the current Assessors' records.
- e. Indication of the Zoning district or districts and district boundary lines, if any, coinciding with or intersecting any lot line.
- f. Existing and proposed lines of streets, ways, and easements with an indication on the plan of their intent and whether they are public or private. The width and construction materials of the traveled way from which the property derives its frontage, as well as notice as to whether or not the street is a Scenic Road, shall be indicated on the plan.
- g. Existing and proposed public or common areas, if any.
- h. Location of all existing buildings on proposed lots and abutting lots.
- i. Indication of the floodplain district, if any, within or in close proximity to the proposed lots.
- j. Existing and proposed permanent boundary markers, and existing stone walls.
- k. Limits of any wetlands subject to State or local jurisdiction, located on or adjacent to the property.
- l. A vicinity map showing all other adjacent land of the Applicant and other adjacent properties as far as the nearest existing street in every direction. The vicinity map may be a copy of the Assessors' maps.
- m. A figure indicating total frontage, and a dimension illustrating width at the front setback line and a proposed building line shall also be shown on the plan.
- n. Frontage and area of any remaining adjoining land owned by the Applicant.
- o. Notice of any special permits/variances issued which affect the proposed change in lot lines.
- p. Deed reference of record owner by Book and Page number and Land court Certificate number if applicable.
- q. Printed legend for Planning Board endorsement in the following form:

Approval under the Subdivision Control Law not required.

SHERBORN PLANNING BOARD

Date _____ 20____

- q. The following statement shall appear below the space for the signature for the Planning Board: "The above endorsement is not a determination by the Planning Board as to conformance with zoning requirements."

2.3. ENDORSEMENT

If the Board finds that the plan meets the requirements of this section and does not require approval under the Subdivision control Law, at least a majority of the members of the Board shall endorse the plan without a public hearing and return the original thereof to the Applicant within the time period required by MGL Ch. 41, Section 81-P from the date of submission of the plan. If the Board shall determine that in its opinion the plan requires approval under the Subdivision Control Law, it shall give written notice of its determination to the Town Clerk and to the Applicant within such statutory period.