



# Town of Sturbridge

Planning Board  
301 Main Street  
Sturbridge, MA 01566

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## FORM A

### Application for Endorsement of Plan Believed Not to Require Subdivision Approval

Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

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

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Licensed Professional: \_\_\_\_\_

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

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Assessors Map # \_\_\_\_\_ Parcel # \_\_\_\_\_ Zoning Dist. \_\_\_\_\_

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

# of Lots \_\_\_\_\_

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The Undersigned wishes to record the accompanying plan and requests a determination by said Board that approval by it under the Subdivision Control Law is not required. The undersigned believes that such approval is not required for the following reasons:

1. The division of land shown on the accompanying plan is not a subdivision because every lot shown thereon has the amount of frontage, area and depth required by the Zoning Bylaw/Ordinance and is on a public way, namely, or a private way, namely:

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2. The division of land shown on the accompanying plan is not a subdivision for the following reason(s):

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3. The owner's title to the land is derived under deed from:

Recorded at: (Registry of Deeds): \_\_\_\_\_

Book: \_\_\_\_\_ Page: \_\_\_\_\_ Dated: \_\_\_\_\_

OR

Land Court Certificate of Title #: \_\_\_\_\_

Registered in: \_\_\_\_\_

District Book: \_\_\_\_\_ Book: \_\_\_\_\_

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Applicant's Signature

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Owner's Signature

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**INSTRUCTIONS:** Complete application and ANR Checklist. Deliver nine (9) hard copies of the application & checklist, nine (9) 11x17 hard copies of the site plans, three (3) 24x36 hard copies of the site plan and one (1) mylar, to the Planning Board Office. Please submit electronic versions of all filing materials to [jlacy@sturbridge.gov](mailto:jlacy@sturbridge.gov).

**FILING FEE:** \$100 plus \$50 per lot



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## ANR Plan Content and Submittal Checklist

Name of Owner: \_\_\_\_\_

Location: \_\_\_\_\_

Representative: \_\_\_\_\_ Submission Date: \_\_\_\_\_

Number of Lots: \_\_\_\_\_ Drawing Number: \_\_\_\_\_

- |  |   |
|--|---|
| <input type="checkbox"/> Fee \$100 Application and \$50 for each new lot | <input type="checkbox"/> Zone _____                                   |
| <input type="checkbox"/> Form A to Town Clerk – Starts 21 day clock      | <input type="checkbox"/> Frontage (show totals) _____                 |
| <input type="checkbox"/> Owner and address of record                     | <input type="checkbox"/> Lot area _____                               |
| <input type="checkbox"/> MA surveyor stamp and signature                 | <input type="checkbox"/> Metes and Bounds _____                       |
| <input type="checkbox"/> Endorsement box                                 | <input type="checkbox"/> Abutters _____                               |
| <input type="checkbox"/> Registry box                                    | <input type="checkbox"/> Regularity factor > .40                      |
| <input type="checkbox"/> Plan and deed reference                         | <input type="checkbox"/> Wetland/Upland areas percent                 |
| <input type="checkbox"/> Certifications of standards and survey          | <input type="checkbox"/> Slopes in excess of eight percent            |
| <input type="checkbox"/> Scale, legend, and date                         | <input type="checkbox"/> Other non-lot parcels                        |
| <input type="checkbox"/> Locus and north arrow                           | <input type="checkbox"/> Variance: Book _____ Page _____              |
| <input type="checkbox"/> Way   | <input type="checkbox"/> Mylar and three paper prints                 |
| <input type="checkbox"/> Public  | <input type="checkbox"/> Electronic copy (pdf)                        |
| <input type="checkbox"/> Private used & certified                        | <input type="checkbox"/> Notice of any matters for Cons. Comm. review |
| <input type="checkbox"/> Suitable & pre-existing                         | <input type="checkbox"/> Existing structures                          |
| <input type="checkbox"/> Scenic Road application                         |   |

Please refer to Article II, Section 6 of the Town's Subdivision Regulations for detailed instructions.