  **TOWN OF FREETOWN**

**FORM A APPLICATION FOR ENDORSEMENT OF PLAN BELIEVED NOT TO REQUIRE APPROVAL**

**, 201**

**Checklist for Applicants:**

Please use these checklists to ensure that your Endorsement of Plan Believed Not to Require Approval under the Subdivision Control Law application and accompanying plan are filed properly. Incomplete submissions may be rejected. In the case that a submitted plan is determined to be incomplete, it may be denied.

**Application Content The following must be included with all applications for endorsement of an Approval Not Required Plan:**

[ ]  1) Two copies of this form, a copy of the deed to the property, and if the application is submitted by anyone other than the owner, a letter signed in the presence of a notary public authorizing the agent to act on their behalf.

[ ]  2) A mylar and 5 **folded** copies of the plan prepared in accordance with the Town of Freetown Subdivision Rules and Regulations.

[ ]  3) A check for $100 per lot/parcel payable to the Town of Freetown.

[ ]  4) A PDF electronic file of the plan on a CD including any drainage calculations.

[ ]  5) A Municipal Lien Certificate

**Plan Content Each plan shall be prepared by a Registered Professional Land Surveyor and show the following:**

**[ ]** Locus map showing the subject property and adjacent properties for at least 1200 ft in all directions, including all streets and water courses

**[ ]** Title block, north arrow, scale at which the plan is drawn, and a legend

**[ ]** Date of the plan’s preparation, a revision block showing the date of each revision with a description

**[ ]** A statement explaining the purpose of the ANR

**[ ]** Name, address, company, phone number, signature and stamp of engineer or surveyor

**[ ]** Registry of Deeds block

**[ ]** Deed reference(s) and/or land court certificate number(s) noted on each lot shown

**[ ]** Planning Board signature block with sufficient space for the date and signatures of the entire Board in lower right hand corner of the plan

**[ ]** Zoning district designation

**[ ]** The statement “Approval Under Subdivision Control Law Not Required” above signature block

**[ ]** Names and addresses of subject property owner(s) and abutting property owner(s), Assessors Map and Lot number of each property shown

**[ ]** Names and boundary lines of all existing streets adjacent to the property, including designation as “Public” or “Private”

**[ ]** Lines, boundaries, areas, lot numbers of all lots, parcels or divisions in which the property is to be divided

**[ ]** Boundaries of existing or proposed easements on or adjacent to the subject property

**[ ]** Easements shall be labeled with the type (water, sewer, drain, utility, etc) and grantee

**[ ]** Data to determine readily the location, bearing, and length of every street line, easement line, lot line, and other boundasry shown on the plan, whether straight or curved, sufficient to reproduce the same on the ground

**[ ]** At least 3 existing survey monuments and/or markers

**[ ]** Notation that Planning Board endorsement does not determine buildability nor reflect compliance with Town of Freetown Zoning By laws

**To the Planning Board of the Town of Freetown**

Plan of Land entitled:

Name of Engineer or Surveyor:

Plan:

Land Located:

Assessor’s Map number:       Lot number:

Zoning District:

Number of lots/parcels shown on plan:

Total acreage of tract:

The undersigned wishes to record the accompanying plan and requests a determination and endorsement by the Town of Freetown Planning Board that approval under the Subdivision Control Law is not required. The undersigned believes that such approval is not required for the following reasons: (Check as appropriate.)

1. [ ]  The accompanying plan is not a subdivision because the plan does not show a division of land.
2. [ ]  The division of the tract of land shown on the accompanying plan is not a subdivision because every lot shown of the plan has frontage of at least such distance as is presently required by the Town of Freetown Protective By-Laws under Section 3 which requires a minimum frontage of 175 feet and a minimum area of 70,000 square feet, a minimum of 52,000 square feet of which must be of non-wetland area for erection of a building on such lot; 30,000 square feet of the non-wetland area must be contiguous and every lot shown on the plan has such frontage on:
3. [ ]  A public way or way which the Town Clerk certifies is maintained and used as a public way.
4. [ ]  A way shown on a plan therefore approved and endorsed in accordance with the subdivision control law, namely
5. [ ]  A private way in existence on the date when the subdivision control law became effective in the Town of Freetown having, in the opinion of the Planning Board, sufficient width, suitable grades, and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of land abutting thereon and serving thereby, and for the installation of municipal services to serve such land and the buildings erected or to be erected thereon.
6. [ ]  The division of the tract of land shown on the accompanying plan is not a “subdivision” because it shows a proposed conveyance or change in a lot line which does not alter the existing frontage as required by the Town of Freetown Protective By-Law/ordinance under Section 3.
7. [ ]  The division of the tract of land shown on the accompanying plan is not a subdivision because two or more structures were standing on the plan prior to the date when the subdivision control law went into effect in the Town of Freetown and one of said buildings remains standing on each of the lots/said buildings as shown and located on the accompanying plan. Evidence of the existence of such buildings prior to the effective date of the subdivision control law is submitted as follows:      .
8. Other reasons or comment (See M.G.L. Chapter 41, Section 81-L)

     .

The Owner’s title to the land is derived under deed from       dated       and recorded in the Bristol County Registry of Deeds, Book      Page      , or Land Court Certificate of Title No.       registered in       District Book       Page      and Assessor’s Book       Page      .

**Applicant’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

The property owner of record should be present when submitting plans for the Planning Board’s consideration. If the owner is not present, he or she shall be represented by an authorized agent with a notarized letter of authorization. Such plan believed not to require approval must be prepared and endorsed by a Professional Land Surveyor, licensed in the Commonwealth of Massachusetts.

Owner’s signature and address if not the applicant or applicant’s authorization if not the owner

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Owner’s Signature Owner’s Address**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Owner’s Printed Name Owner’s Phone Number**

COMMONWEALTH OF MASSACHUSETTS

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,SS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 201

On this \_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, 201 , before me, the undersigned Notary Public, personally

appeared \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and

proved to me through satisfactory evidence of identification, which is\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Notary Public

 My Commission Expires:

**RECEIVED BY TOWN CLERK**

**DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TIME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**