



## FORM A

### PLANNING BOARD BERKLEY, MASSACHUSETTS

#### APPLICATION FOR ENDORSEMENT OF PLAN BELIEVED NOT TO REQUIRE APPROVAL

\_\_\_\_\_, 20 \_\_\_\_

To The Planning Board of the **Town of Berkley**:

The undersigned wishes to record the accompanying plan and requests a determination and endorsement 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: (Choose one.)

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 Berkley zoning bylaw under Article 21 Section 4 which requires **200 feet** for erection of a building on such lot; and every lot shown on the plan has such frontage on:
  - a. a public way or way which the Town Clerk certifies is maintained and used as a public way, namely \_\_\_\_\_; or
  - b. a way shown on a plan theretofore approved and endorsed in accordance with the subdivision control law, namely \_\_\_\_\_ on \_\_\_\_\_, and subject to the following conditions \_\_\_\_\_; or
  - c. a private way in existence on the date when the subdivision control law became effective in the Town of **Berkley** 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 the land abutting thereon or served thereby, and for the installation of municipal services to serve such land and the buildings erected or to be erected thereon, namely \_\_\_\_\_
3. The division of the tract of land shown on the accompanying plan is not a "subdivision" because it shows a proposed **conveyance / other instrument**, namely \_\_\_\_\_ which **adds to / takes away from / changes the size and shape of**, lots in such a manner so that no lot affected is left without frontage as required by the Town of **Berkley** zoning bylaw under Article 21 Section 4, which requires **200 feet**.
4. The division of the tract of land shown on the accompanying plan is not a subdivision because two or more buildings specifically \_\_\_\_\_ buildings were standing on the plan prior to the date when the subdivision control law went into effect in the town of **Berkley** and one of such 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (attach additional sheet if necessary) .
5. Other reasons or comment: (See M.G.L., Chapter 41, Section 81-L) \_\_\_\_\_  
\_\_\_\_\_ (attach additional sheet if necessary) .

The owner's title to the land is derived under deed from \_\_\_\_\_, dated \_\_\_\_\_, \_\_\_\_\_ and recorded in \_\_\_\_\_, Registry of Deeds, Book \_\_\_\_\_, Page \_\_\_\_\_, or Land Court Certificate of Title No. \_\_\_\_\_, registered in \_\_\_\_\_, District Book \_\_\_\_\_  
Page(s) \_\_\_\_\_

**\*\*The applicant is required to submit 2 original copies of this application form, the Mylar, and 4 copies of the plan to the Planning Board with checks made payable to the **Town of Berkley** for the following fee:**

Application Fee: # of lots \_\_\_\_\_ x \$200.00 = \_\_\_\_\_ (one lot divided into 2 lots shall be considered 2 lots)  
and a Consultant Account Deposit of \$500.00 (may be waived by request of the Applicant/Owner)

**\*\*\*\*\*PLANS MUST ALSO BE SUBMITTED IN ELECTRONIC FORMAT \*\*\*\*\***

Has a variance been granted for this property? Yes ☐ No ☐ (if yes, attach copy of variance)

**Please Print**

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

Telephone (home) \_\_\_\_\_

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

(business) \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Telephone (home) \_\_\_\_\_

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

(business) \_\_\_\_\_

Location of Property (street address): \_\_\_\_\_

Berkley Assessor's Map No. \_\_\_\_\_ Lot No. (s) \_\_\_\_\_

	#1	#2	#3	#4
Area of Lot (in acres)	_____	_____	_____	_____
Frontage of Lot (in feet)	_____	_____	_____	_____
Contiguous Land Not Subject to Wetlands Specification (in Sq. Ft.)	_____	_____	_____	_____

(Attach additional sheet if necessary)

**Land Surveyor's Stamp**

\*Applicant \_\_\_\_\_

Please Print Name

\*Applicant's Signature \_\_\_\_\_

\*Owner's Signature(s) \_\_\_\_\_

(ATTACH NOTARIZE LETTER IF REQUIRED)

\_\_\_\_\_  
Surveyor's Signature

**NOTE----- PLANS MUST ALSO BE SUBMITTED IN ELECTRONIC FORMAT**

**Check your Form A plan for these minimum requirements:**

- A. Define streets (pubic or private) and street width.
- B. Street names.
- C. Dimensions of all lots.
- D. Minimum of 4 permanent markers set on each lot: 1 at each front corner, 1 at each rear corner, and 1 at points of any change in direction or curvature that do not abut a road or way – see Rules & Regs.
- E. Use of all buildings.
- F. Total area and area outside wetlands for each lot.
- G. Delineated wetlands and 100-year flood line.
- H. Registered Land Surveyor name, seal, & signature.

- I. Assessor's Map & Lot #'s of the parcel being divided.
- J. Deed reference of the parcel being divided.
- K. The title: Approval Not Required Plan Drawn for (name of owner)" at a suitable scale, with date and north point.
- L. Show circle on plan that lot meets requirement of Width of Lot – (Berkley Bylaws – Article 21, Section 3)
- M. Not A Buildable Lot Without Further Zoning Relief shall be written on any lots not meeting zoning requirements.

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**PLANNING BOARD USE ONLY**

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\*Form T Received: \_\_\_\_\_ Yes \_\_\_\_\_ No \*(Submission incomplete unless a signed Form T is submitted)

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

\_\_\_\_\_  
Chairman

Action Taken: \_\_\_\_Approved \_\_\_\_Disapproved

Fee Received ( # of lots \_\_\_\_ x \$200.00) \_\_\_\_\_

Check No. \_\_\_\_\_

Send to Town Clerk: \_\_\_\_\_Form A-1 \_\_\_\_\_Form A-2

\_\_\_\_\_  
Members, Berkley Planning Board