Planning & Economic Development Board - Town of Medway, MA

LAND SUBDIVISION – FORM A

Application for Endorsement of Plan Believed Not to Require Subdivision Approval (ANR)

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the Medway *Subdivision Rules and Regulations*.
Please complete this entire Application.

Submit two signed originals of this ANR Application, the original mylar and one print of the ANR Plan, an electronic version (PDF) of the ANR plan, two Project Explanations, and the appropriate ANR application/filing fee check to the Medway Planning and Economic Development office, 155 Village Street, Medway, MA 02053.

The Applicant certifies that the information included in this Application is a true, complete, and accurate representation of the facts regarding the property under consideration.

In submitting this application, the Applicant and Property Owner authorize the Planning & Economic Development Board and its agents to access the site during the plan review process.

You or your duly authorized designated agent is expected to attend the Board meeting when the ANR Plan will be considered to answer any questions and/or submit such additional information as the Board may request.
Your absence may result in a delay in the Board's review and decision.

_____, 20____

TO: The Planning & Economic Development Board of the Town of Medway, MA

The undersigned, wishing to record the accompanying plan of property in the Town of Medway and believing that the plan does not constitute a subdivision within the meaning of the Subdivision Control Law, herewith submits this Application and ANR Plan to the Medway Planning and Economic Development Board and requests its determination and endorsement that the Board's approval under the Subdivision Control Law is not required.

PROPERTY INFORMATION

ANR Location Address(es): _____

The land shown on the plan is shown on Medway Assessor's Map # ____ Parcel(s) # _____

Total Acreage of Land to be Divided: _____

Subdivision Name (if applicable): _____

Medway Zoning District Classification: _____
Frontage Requirement: _____ Area Requirement: _____

Is the road on which this property has its frontage a designated ***Medway Scenic Road***? _____

The owner's title to the land that is the subject matter of this application is derived under deed from: _____ to _____ dated _____ and recorded in Norfolk County Registry of Deeds, Book _____ Page _____ or Land Court Certificate of Title Number_____, Land Court Case Number _____, registered in the Norfolk County Land Registry District Volume _____, Page _____.

ANR PLAN INFORMATION

Plan Title: _____

Prepared by: _____

P.E. or P.L.S registration #: _____Plan Date: _____

APPLICANT INFORMATION

Applicant's Name: _____

Address: _____

_____

Telephone: _____ Email: _____

PROPERTY OWNER INFORMATION

(If different than the applicant or if the plan shows a land swap between two adjacent properties)

Property Owner's Name(s): _____

Address: _____

_____

Telephone: _____ Email: _____

ENGINEER or SURVEYOR INFORMATION

Name: _____

Address: _____

_____

Telephone: _____ Email: _____

ATTORNEY INFORMATION

Name: _____

Address: _____

_____

Telephone: _____ Email: _____

DESIGNATED REPRESENTATIVE INFORMATION

Name: _____

Address: _____

_____

Telephone: _____ Email: _____

PROJECT EXPLANATION

Provide a cover letter with a detailed explanation of how you propose to divide the land, what land transaction will occur, and what land reconfiguration will result from the endorsement and recording of this ANR Plan.

APPROVAL NOT REQUIRED JUSTIFICATION

The Applicant believes that the Board's approval under the Subdivision Control Law is not required for the following reasons: *(Check all that apply.)*

☐ 1. The accompanying plan does not show a division of land.

☐ 2. Every lot shown on the plan has frontage as required by the Medway Zoning Bylaw. The frontage required by the Zoning Bylaw is located on _____ *(name of way(s)*, which is:

- ☐ a. A public way. Date of street acceptance: _____
- ☐ b. A way certified by the Town Clerk as being maintained and used as a public way. *(Attach Town Clerk's certification)*
- ☐ c. A way shown on a definitive subdivision plan entitled _____ _____ that was previously endorsed by the Planning and Economic Development Board on _____ and recorded at the Norfolk County Registry of Deeds on _____

  Provide detailed recording information: _____

  _____
- ☐ d. A private way in existence on the ground before 1952 when the Subdivision Control Law was adopted in the Town of Medway, which has, in the opinion of the Planning & Economic Development Board, adequate width, suitable grades, and adequate construction to provide vehicular access to the lot(s) for their intended purpose of _____ and to permit the installation of municipal services to serve the lot(s) and any buildings thereon.

☐ *3.* The division of land shown on the accompanying plan is not a "subdivision" for the following reasons: _____

_____

_____

SIGNATURES

The undersigned, being the Applicant as defined under Chapter 41, Section 81P for endorsement of an Approval Not Required Plan, herewith submits this application and Approval Not Required Plan to the Medway Planning and Economic Development Board for review and endorsement. I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property under consideration.

If applicable, I hereby authorize _____ to serve as my Agent/Designated Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this Approval Not Required Application. In submitting this application, I authorize the Board, its consultants and agents, and Town staff to access the site during the plan review process.

_____ _____
Signature of Property Owner Date

_____ _____
Signature of Property Owner Date

_____ _____
Signature of Applicant (if other than Property Owner) Date

_____ _____
Signature of Agent/Designated Representative Date

ANR PLAN FILING FEE

$250 plus $100 per lot or parcel for a plan involving more than 2 lots or parcels, up to a maximum of $750.

APPLICATION CHECKLIST – All items must be submitted

- ☐ 2 signed original ANR applications (FORM A)
- ☐ 1 full size print of ANR plan and one 11" by 17" print
- ☐ Mylar plan
- ☐ Electronic version of ANR plan – A flash drive may be provided or a PDF of the plan may be emailed to: planningboard@medwayma.gov.
- ☐ 2 copies of the Project Explanation
- ☐ Proof of existing or pending ownership of the subject property
- ☐ Application/Filing Fee – Check with PEDB office for amount.

****

ANR Application/Filing Fee Paid:

Amount: _____ Check # _____