

Plan Believed Not To Require Approval

4.01 Submission

Any person who wishes to cause to be recorded in the Registry of Deeds or to be filed with the Land Court a plan of land and who believes that his plan does not require approval under the Subdivision Control Law, may submit **his plan in triplicate** with **Application Form A**, along with a submittal fee of **\$175.00**, to the Town of Hubbardston Planning Board, accompanied by the necessary evidence to show that the plan does not require approval

The plan shall be submitted by delivery to the Planning Board office (preferably 5 days (5) days prior to a meeting of the Board) or by certified mail, postage prepaid, to the Board. In addition, written notice of such submission using **Application Form A** shall be given by the applicant to the town Clerk by delivery and, the Town Clerk shall, if requested, give a written receipt to the person who delivered such notice.

4.02 Requirement of Plan

A plan not requiring approval shall be prepared by a registered land surveyor and shall be clearly and legibly drawn to the requirements of the Recording Rules adopted by Registry of Deeds in Massachusetts. If multiple sheets are used, an index sheet showing the entire plan shall accompany them. A plan not requiring approval shall contain the following information.

1. Property boundaries, north point, date and scale.
2. Name of the record owner, name of the registered land surveyor and the Worcester Registry of Deeds book and page reference of conveyance to record owner.
3. Area of each lot.
4. Sufficient data to determine the location, direction and length of every street and way line, lot line and boundary line, monuments or references necessary to establish these line on the ground.
5. Where practical, boundary lines of contiguous and adjacent land and names of the owners thereof, as determined from the most recent tax list.
6. Location of all permanent monuments properly identified.
7. Location, names and present width of non-public (private) ways abutting the property.
8. Suitable space to record the endorsement of the Board the Approval is not required and the signatures of the members of the Board.
9. Zoning classification and location of any Zoning District Boundaries that may lie within the locus of the plan.
10. In the case of the creation of a new lot, the remaining land area and frontage of the land in the ownership of the applicant shall be shown.
11. Location of all existing buildings including setback and side and rear yard designations.
12. Location and area of any wetlands on the lots being created by the plan (including the lot being created by the remaining land). In lieu of delineating the wetlands on the remaining land, the applicant may provide written certification from the Surveyor or Professional Engineer who prepared the plan that the remaining parcel of land contains the minimum required upland area required under the Zoning By-Laws.
13. ANR Approval does not constitute compliance with zoning requirements for building purposes.