



# PLANNING BOARD Form A

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

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

To the Planning Board:

The undersigned, believing that the accompanying plan of his property in the Town of Randolph does not constitute a subdivision within the meaning of the Subdivision Control Law, herewith submits said plan for a determination and endorsement that Planning Board approval under the Subdivision Control Law is not required.

1) Name of Applicant: \_\_\_\_\_

Address \_\_\_\_\_

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

2) Name of Engineer or Surveyor: \_\_\_\_\_

Address \_\_\_\_\_

3) Deed of property as recorded in the Norfolk County Registry of Deeds

Plan Book \_\_\_\_\_ Page \_\_\_\_\_

4) Location and Description of Property: \_\_\_\_\_

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

Description/Boundaries \_\_\_\_\_

\_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Signature of Agent \_\_\_\_\_

*(If applicable - Letter or other documentation designating authorization of agent/presenter)*

Date Accepted \_\_\_\_\_ Planning Dept: \_\_\_\_\_

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

To the Randolph Planning Board:  
The following applicant(s):

\_\_\_\_\_

wish to submit to the Randolph Planning Board an Application for Endorsement of a Plan Believed Not to Require Approval.

I/we, the undersigned, give full permission to

\_\_\_\_\_

to act as our agent and he/she has full permission to present an A.N.R. (Approval Not Required) plan for me/us for the property located at:

\_\_\_\_\_

\_\_\_\_\_

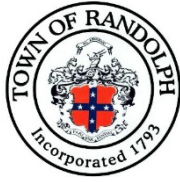
Signature of owner(s):

\_\_\_\_\_

\_\_\_\_\_

Plan Book: \_\_\_\_\_ Page #: \_\_\_\_\_  
As recorded in the Norfolk County Registry of Deeds.

***Notarization Required***



## Approval Not Required (ANR) Checklist

The following items must be submitted to the Planning Department:

- One (1) completed Form A signed by the property owner
- One (1) plan prepared by a Registered Land Surveyor printed on Mylar transparency
- Five (5) contact prints of the above plan
- One digital set of plans
- Filing Fee: Check made payable to "Town of Randolph" - \$200 per lot
- Proof of tax compliance (obtained from Town Treasurer/Collector's Office)
- If applicant is not the property owner, a notarized written statement of the nature of the applicant's interest in the property
- Plan contents must include the following:
  - The proposed locus plan, north point, date, scale and legend
  - The names and addresses of the record owner or owners of the property shown on the plan
  - Name of applicant (if not the owner)
  - The date/dates of acquisition of the property
  - All deed references
  - The Town Assessor's sheet and parcel number for the property
  - The name, signature and appropriate seal of the engineer or land surveyor who prepared the plan
  - All property boundary lines
  - The location of all existing structures, streets, ways, and easements on or abutting land
  - The zoning classification of the property and the location of any zoning district boundary lines that lie in the vicinity of the property shown on the plan, including any variances, exceptions or other decisions issued for the property or for any existing or proposed building structure
  - Proposed lot lines within the property shown on the plan with approximate areas and dimensions including frontage of such lots and a number on each lot including the entirety of any lot proposing to have its boundaries changed
  - Sufficient space for the signatures of the five members of the Board
  - The words "Planning Board approval under Subdivision Control Law not required" above the space for the signatures
  - A line for the date of the Board's action and the words "The endorsement above is not a determination by the Planning Board as to compliance with the Zoning Bylaw" below the space for the signatures