



City of Leominster, Massachusetts

FORM A

APPLICATION FOR ENDORSEMENT OF PLAN NOT TO REQUIRE APPROVAL

1-The original application and 3 application copies must be time stamped in the City Clerks office before coming to the Planning Department.

2- File one copy of the application with the City Clerk in accordance with the requirements of Section 2.1. Applicant will retain one copy.

3- File original and one copy of the application, one mylar and four copies of the plan with the Planning Department.

Representation at the meeting is required. _____, 200__

The undersigned, believing that the accompanying plan of his/her property in the City of Leominster 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.

Name of Applicant: _____

Address: _____

Telephone: _____ Fax: _____ Email: _____

Name of Engineer or Surveyor: _____

Address: _____

Telephone: _____ Fax: _____ Email: _____

Deed of property recorded in: _____ Registry: _____

Book: _____ Page: _____ Assessor's Map Parcel _____ Lot _____

Location and Description of Plan: _____

Zoned _____ Lot Size _____ Frontage _____ City Water _____ City Sewer _____

Property owner's certification: I/we hereby certify that the applicant(s) cited above have been authorized by me/us to file this application with the Planning Board on property that I/we own.

Signature of Owner

Signature of Applicant (if different)

Address

Address

FEE: \$100.00 plus \$25 for each new created lot - non-refundable

**ANR CHECKLIST
APPROVAL NOT REQUIRED**

- Original and 2 copies of the application form completely filled out.
Must be time stamped in the Clerks office

- A cover letter that gives a detailed description of the project and what action the applicant expects

- 1 Mylar survey plan

- Four copies of survey plan.

- Autocad format of the plan which is compatible with the City's GIS System.

- Cash or check payable to the City of Leominster
\$100.00 for application and \$25.00 for each new lot created

REPRESENTATION FOR THIS PLAN MUST BE PRESENT AT THE MEETING.

If you have any questions regarding your application please call the Planning Department at 978-534-7525 ext. 255