



**APPLICATION FOR ENDORSEMENT
OF A PLAN BELIEVED NOT TO REQUIRE
APPROVAL ('ANR')**

Name of Way (for frontage)

CC VOL # _____ PAGE # _____

MUNIS # _____

Frontage Requirement: _____ feet; per Zoning Ordinance Section: _____
or Special Permit Book/Page: _____

Current Property Address or Description: _____

Affected Assessors Map/Parcel(s): _____

Deed Book/Page: _____

Owner(s): _____

Owner's Signature*: _____ Date: _____

**Provide signatures/acknowledgement of all subject landowners (on this form or with an attached document)*

Applicant: _____

Address: _____

Phone: _____ Email: _____

Applicant's Signature: _____ Date: _____

Please arrange to have the endorsed plan picked up or provide a postage-paid and addressed mailing tube. Applicant is responsible for recording the plan at the Registry of Deeds and then promptly notifying the Board of the assigned book & page. Nonetheless, the act of endorsement by the Board may affect the land's taxable value.

ACCOMPANYING PLAN PREPARED BY:

Name of Surveyor: _____ MA PLS Registration No.: _____

Firm: _____ Email: _____

The above-signed wishes to record the accompanying plan and requests a determination and endorsement by the Planning Board that approval by it under the Subdivision Control Law is not required. I certify that, to the best of my professional knowledge, the information represented herewith is accurate, and such approval is not required by reason of the following, as listed in the Appendix (check box): 1 2A 2B 2C 3 4

Surveyor's Signature _____ Date: _____

This application grants permission to the Planning Board, or its agent, to view, enter upon or photograph the subject property, where warranted prior to its final action. The Board will make no determination as to lot compliance with zoning requirements or its buildable status.

REASONS APPROVAL IS NOT REQUIRED:

The accompanying plan does not constitute a subdivision because (*specify on page 1*):

1. there is no division of land into two or more lots shown.
2. every lot shown on the plan has frontage of at least such distances as is presently required by the Zoning Ordinance 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 in which the City Clerk certifies is maintained and used as a public way. Evidence of certification, if any, is attached.
 - B. a way shown on a plan theretofore approved and endorsed in accordance with the Subdivision Control Law, and subject to any conditions. Evidence of the previous approval is attached.
 - C. a private way in existence on April 26, 1967, the date when the subdivision control law become effective in the City of Westfield, 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 installation of municipal services to serve such land and the buildings erected or to be erected thereon.
3. it shows a proposed conveyance or other instrument, which adds to/takes away from/changes the size and shape of lots in such a manner that no lot affected is left without frontage as required by the Zoning Ordinance. (*The Board will exercise discretion in endorsing a plan showing an existing affected lot having less than the required frontage if the length of such frontage is unchanged or increased with said plan.*)
4. two or more buildings were standing on the plan prior to April 26, 1967, the date when the Subdivision Control Law went into effect in the City of Westfield, and one of such buildings remains standing on each of the lots shown on the plan. Evidence of the prior existence of such buildings is attached.

SUBMIT WITH FORM A (*page 1 only*):

- Plans - 2 mylar plans, plus either a reduced paper copy (8.5x11" or 11x17" size) or PDF file
- Attachments or supporting evidence, if any
- Filing Fee of \$50 plus \$10 for each new standalone lot/parcel created (if any), payable to the City of Westfield (*non-refundable*)

Submission is accepted at the Planning Office ([email](#)); filing deadlines are separately posted. As a convenience for the Applicant, staff will file this application with and as the required notice to the City Clerk.