



**APPLICATION FOR FRONTAGE WAIVER ONLY
(DEFINITIVE SUBDIVISION PLAN)**

Name of Way (for frontage)

CC VOL # _____ PAGE # _____

MUNIS # _____ COPY TO BOH _____

Assessors Map/Parcel: _____ Deed Book/Page: _____

Owner(s): _____

Frontage required: _____ (per Zoning Ordinance Section: _____) Frontage requested: _____

VARIANCE from the Zoning Board of Appeals on record in Book: _____ Page: _____
(frontage variance should be obtained *prior* to Planning Board action and is also to be referenced on the plan)

Applicant/Subdivider: _____

Address: _____

Contact Person or Representative: _____

Phone: _____ Email: _____

PLANNING BOARD POLICY considers how the plan (1) maintains the integrity and economic health of the neighborhood; (2) results in the location and siting of structures in a manner consistent with the surrounding neighborhood; (3) Acquires some abutting property as a preferable alternative; (4) maximizes available frontage on a public way without causing any other lot to be in non-compliance; (5) complements other neighborhood lots with insufficient frontage. All immaterial Rules & Regulations will be waived.

SUBMIT WITH FORM C-1 (accepted at the Planning Office ([email](#)), with filing deadlines are separately posted. As a convenience for Applicants, staff will file application with and as the required notice to the City Clerk and Board of Health):

- Definitive Plans – 1 paper copy, plus additional copy at 11x17” reduced/maximum sheet size; mylar plans (2 copies) need not be submitted until after approval
- Abutters list (direct abutters) - prepared by the Assessors Office within 30 days prior – 1 copy
- Statement of justification for a frontage waiver, describing consistency with the above policy – 1 copy
- PDF files of plans and all other submitted documents
- Stamped (or metered with omitted date) and addressed envelopes to abutters, applicant, engineer/rep.
- Anticipated payment for legal ads (prepared by City staff; newspaper will invoice Applicant directly)
- Filing Fee of \$50 per lot, payable to the City of Westfield (*non-refundable*)

Applicant’s Signature: _____ Date: _____

Owner’s Signature*: _____ Date: _____

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

ACCOMPANYING PLAN PREPARED BY:

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

Firm: _____ Email: _____

Submission of this application grants permission to the Planning Board, or its agent, to view, enter upon or photograph the subject property prior to its final action. Board meetings and testimony may be recorded, broadcast and re-broadcast. All materials submitted are public records and may be displayed on the City’s website.