

# TOWN OF HARWICH PLANNING DEPARTMENT



**PLANNING BOARD APPLICATION  
SUBDIVISION**

TO THE TOWN CLERK, HARWICH, MA                      DATE \_\_\_\_\_

**PART A – APPLICANT INFORMATION/AUTHORIZATION**

<p style="text-align: center;"><b><u>Applicant Name(s)</u></b> (Who will serve as the primary contact responsible for facilitating this application?)</p>	
Organization	
Street/PO Box	
Town, ST, Zip	
Phone	
Fax	
E-mail	

The applicant is one of the following: *(please check appropriate box)*

- Owner     
  Tenant\*     
  Prospective Buyer\*     
  Representative for Owner/Tenant/Buyer  
 Other\* \_\_\_\_\_

***\*Written permission of the owner(s) and municipal lien certificate is required.***

All other forms and information as required in the Rules and Regulations shall be submitted as part of this application.

**Authorization**

Your signature hereby asserts, to the best of your knowledge, that the information submitted in this application is true and accurate; that you agree to fully comply with the Town of Harwich Zoning By-laws and the terms and conditions of any approval of this application by the Planning Board; and authorizes the Members of the Planning Board and Town Staff to visit and enter upon the subject property for the duration of the consideration of this application.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Owner(s) – Authorization must accompany application if the owner is not the applicant.

*Official use only:*

<b>TOWN CLERK</b>	<b>PLANNING DEPARTMENT</b>
	Case #

**PART B – PROJECT LOCATION**

Street Address		
Village	Zip Code	
Map	Parcel	
Zoning District(s)		
Frontage (linear feet)		
Total land area (s.f.)		
Upland (s.f.)	Wetlands (s.f.)	
Number of lots and/or parcels	Existing:	Proposed:

The owner's title to said land is derived under deed from \_\_\_\_\_, dated \_\_\_\_\_, and recorded in the Barnstable Registry of Deeds Book and Page \_\_\_\_\_ or Land Court Certificate of Title No. \_\_\_\_\_ registered in Barnstable County.

**PART C – PROJECT DESCRIPTION**

Number of lots and/or parcels	Existing:	Proposed:
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The undersigned owners of all land described herein submitted in the accompanying plan entitled \_\_\_\_\_ and dated \_\_\_\_\_, request a determination and endorsement by said Board that approval by it under the **Subdivision Control Law MGL Ch. 41 Sec. 81K-GG**:

\_\_\_\_\_ is required: **SUBDIVISION - Part C.1**

\_\_\_\_\_ is NOT required: **ANR – Part C.2**

**PART C.1 – Planning Board Approval is Required**

- The accompanying plan is a (check one):
  - Preliminary plan
  - Definitive without a preliminary plan
  - Definitive following a Preliminary plan filed on \_\_\_\_\_/case # PB \_\_\_\_\_
  - Modification of a Definitive plan approved on \_\_\_\_\_/case # PB \_\_\_\_\_
  - Recission of a Definitive plan approved on \_\_\_\_\_/case # PB \_\_\_\_\_
- The applicant is also requesting a **Special Permit** to accompany the proposed plan for the following (check all that apply):
  - USE - Does not require Site Plan Review
    - \_\_\_ Open Space Residential Development
    - \_\_\_ Flexible Cluster Development/Six Ponds Special District
    - \_\_\_ Accessory Apartment
    - \_\_\_ Two-Family Dwellings
    - \_\_\_ Other \_\_\_\_\_
  - OVERLAY DISTRICT
    - \_\_\_ Water Resource Protection
    - \_\_\_ Harwich Center
    - \_\_\_ Six Ponds
    - \_\_\_ Village Commercial (Harwich Port)

*\*Note: Projects within the Harwich Center Overlay District may also be within the Harwich Center Historic District. This requires separate filing with the Historic District Commission. Please inquire with the Building Department for forms and instructions.*

**PART C.2 – Planning Board Approval is Not Required (ANR)**

The accompanying plan does not require approval by the Planning Board because:

- 1. The lots are created on an approved way, with proper frontage and are served by safe and adequate access as follows:
  - a.** Every lot shown on the plan has frontage of at least such distance as is presently required by the Harwich zoning by-law under Section VI.A and Table 2 which requires \_\_\_\_\_ feet for erection of a building on such lot, **and**;
  - b.** The lots shown on such plan front on one of the three types of ways specified in Chapter 41, Section 81L, MGL, **and**;
    - a public way or a way that the Harwich Town Clerk certifies is maintained and used as a public way namely \_\_\_\_\_, or
    - a way shown on a plan previously approved and endorsed in accordance with the subdivision control law namely \_\_\_\_\_ on \_\_\_\_\_ and subject to the following conditions \_\_\_\_\_; or
    - a private way in existence on March 25, 1949, the date when the subdivision control law became effective in the Town of Harwich, and
  - c.** the public or private way named above has, in the opinion of the Board, sufficient width, suitable grades and adequate construction to provide for the needs of vehicular traffic in relation to the land abutting or served thereby, and for the installation of municipal service to serve such land and the buildings existing thereon to be erected.

**PROOF OF SAFE AND ADEQUATE ACCESS** – Please attach all necessary documentation to this application for:

  - Determination of Safe and Adequate Access for existing conditions
  - Satisfaction of Safe and Adequate Access for proposed conditions
- 2. The accompanying plan is not a subdivision because the plan does not show a division of land.
- 3. The division of the tract of land shown on the accompanying plan is not a "subdivision" because it shows a proposed conveyance/other instrument, namely \_\_\_\_\_ which adds to/takes away from/changes the size and shape of, lots in such a manner so that no lot affected is left without frontage as required by the Harwich zoning bylaw under Section VI.A and Table 2, which requires \_\_\_\_\_ feet.
- 4. The division of the tract of land shown on the accompanying plan is not a subdivision because two or more buildings, specifically \_\_\_\_\_ buildings were standing on the property prior to March 25, 1949 the date when the subdivision control law went into effect in the Town of Harwich and one of such buildings remains standing on each of the lots/said buildings as shown and located on the accompanying plan. Evidence of the existence of such buildings prior to the effective date of the subdivision control law as follows:
- 5. Other reasons or comments: (See MGL, Ch41, §81-L)