

**TOWN OF MIDDLEFIELD PLANNING BOARD**  
**FORM A – Application for Endorsement of Plan Believed Not to Require Approval**

DATE \_\_\_\_\_

**NOTE:** File a completed Form A (with application fee, see Section 9 of Middlefield Subdivision Rules and Regulations), plus the original Mylar plan and six (6) copies of the plan with either the Town Clerk or the Planning Board.

To the Planning Board:

The undersigned, believing that the accompanying plan of his/her property in the Town of Middlefield does not constitute a subdivision within the meaning of the Subdivision Control Law, herewith submits said plan for a determination and endorsement that the Planning Board approval under the Subdivision Control Law is not required. If the applicant or owner is a corporation, trust, or other such entity, proof of signatory authority must be provided.

**1. Application Information**

**Address of Property Location:** \_\_\_\_\_

Applicant: \_\_\_\_\_

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

Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Status of Applicant: Owner \_\_\_\_\_ Lessee \_\_\_\_\_ Contract Purchaser \_\_\_\_\_ Other \_\_\_\_\_

Owner (if different from applicant): \_\_\_\_\_

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

Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner's Agent:** \_\_\_\_\_

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

Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Engineer or Surveyor:** \_\_\_\_\_

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

Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**2. Property Information**

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

Assessor Identification: Map #, \_\_\_\_\_ Parcel # \_\_\_\_\_

Recorded in the Hampshire Registry of Deeds: Book \_\_\_\_\_ Page \_\_\_\_\_

**3. Evidence of Qualification and Division of Land:**

- (a) Number of existing lots \_\_\_\_\_
- (b) Area of existing lot or lots \_\_\_\_\_
- (c) Frontage of existing lot or lots \_\_\_\_\_
- (d) Number of proposed lots \_\_\_\_\_
- (e) Minimum area of proposed lot or lots \_\_\_\_\_
- (f) Minimum frontage of proposed lots \_\_\_\_\_
- (g) Minimum width of proposed lots \_\_\_\_\_
- (h) Required frontage located on (name of street) \_\_\_\_\_

**FOR PLANNING BOARD USE ONLY**

1. Date \_\_\_\_\_ Time \_\_\_\_\_  
Application, two (2) prints, and reproducible received
2. Filing Fee - check or cash (circle one), amount \_\_\_\_\_
3. Street information is correct or incorrect (circle one)  
Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Endorsed or Rejected (circle one) \_\_\_\_\_(Date)  
Remarks \_\_\_\_\_  
\_\_\_\_\_
5. Town Clerk notified in writing \_\_\_\_\_(Date)
6. Reproducible returned to applicant \_\_\_\_\_(Date)