

**Sutton Planning Board  
Approval Not Required Checklist**

Location: 38 Southwick

Requirements:

- ☐ All taxes paid

Filing

- ☐ Filled in completely  
☐ Signed by applicant and owner (if different)  
☐ Fee Submitted - \$100 per lot changed or created: 5100  
☐ Original mylar plan      ☐ Three copies      ☒ pdf via email

Plan Contents

- ☒ Title    ☒ North point    ☒ Date: 6.15.23    ☒ Scale 1"=80'
- ☒ Locus plan showing relationship of proposed lot(s) to surrounding ways and parcels. (Please do not "zoom out" too far from parcel)
- ☒ Signature block for Members of the Board
- ☒ Name and address of owner of record for property: Palumbo
- ☒ Current abutter's names, including those directly across a way
- ☐ Name, address and stamp of Registered Professional Land Surveyor who prepared plan *on final*
- ☒ Assessor Map/Lot 31/23    ☒ Deed Book and Page 55258/178
- ☒ Frontage of proposed lots, reconfigured lots, any remaining adjoining land owned in whole or in part by the applicant shall be shown
- Lot 1 - 316.60  
Lot 2 - 78.41
- Please note frontage cannot be "illusory" you must be able to actually get from the roadway on which the lot has frontage to where building will occur without unreasonable alterations or machinations. IE: 100' long bridge, mountain goat and sherpa, etc.
- Abutting non-conforming lots in the same ownership/financial interest are considered merged under the Doctrine of Merger and cannot be divided unless the resulting new lots are conforming to the current standards.
- ☒ Sufficient data to determine: Width & Condition (to indicate safe and Adequate access), and Status lot frontage Southwick Rd - Public

Provide for every lot or parcel and/or remainder thereof:

- ☒ Zoning classification and requirements, including overlay districts
- ☒ Lot line dimensions, bearings, distances and boundary markers at front lot corners plus enough additional markers to allow property owner to determine roughly where their property is on the ground and for a surveyor to fairly easily replicate the survey.

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☒ Total area in square feet and acres of all lots shown

☒ Width as determined by the Zoning Bylaw – Show this on plan dotted line with measurement – for retreat lot show minimum lot width with dotted line wherever it exists. Has to be at least 100% of required lot frontage and no less than 50' at any point except in rear setback.

☒ Flood plains and zones & wetlands and resource areas pursuant to the Wetlands Protection Act and Riverway Protection Act from the frontage of the lot and encompassing a contiguous area until the upland requirement is met – Indicate when wetlands were flagged and by whom.

☒ Uplands determination as defined by the Zoning Bylaw. 60% of required lot area must be contiguous upland that can be accessed from the legal frontage of the lot.

☒ Regularity factor as defined by the Zoning Bylaw  
( $16A/P^2$ ) = 16 X Area in s.f. / Perimeter in s.f.<sup>2</sup>)

lot 1 - .64  
lot 2 - .41

☒ Location and description of all existing buildings and structures, septic systems and wells.

☒ Location and description of all easements and/or encumbrances, including their square footage. These areas may not be included in required lot area. - 10,358 sq. ft.

☒ All parcels considered non-buildable shall be appropriately indicated

General Notes: