

CHECKLIST

Town of West Tisbury Planning Board

Form A, Form C, Subdivision

Date: July 17, 2023

Plan Name: Plan of Land in West Tisbury, Mass. Prepared for the Campbell Road Realty Trust

Property Address: 32 Campbell Road, Assessor's Parcel 32-114.1

Applicant's Name: the Campbell Road Realty Trust, c/o Schofield, Barbini & Hoehn Inc.

Address Box 339, Vineyard Haven, MA 02568

Phone # 508-693-2781

Email Address: dhoehn@sbhinc.net

Submission checklists:

CONTENTS: The approval Form C Subdivision plan shall be prepared by a certified engineer or surveyor and shall be clearly and legibly drawn. The plan shall be at a scale of one (1) inch equals forty (40) feet or such other scale as the board may accept to show details clearly and adequately. The Plan shall contain the following information:

1. A title in the lower right corner of the plan, where possible, stating the name of the plan, date and scale. The name and address of the owner, applicant, and engineer or surveyor who prepared the plan. A north arrow shall be prominently displayed.
2. A locus map showing the general location of the subject property (at a scale of 1"=2000')
3. Names of all abutters as determined by the most recent local tax list, except the plans of registered land shall meet the Land Court requirements for abutters' names.
4. Lines of existing and proposed streets, ways, lots, and easements on the land which is the subject of the plan. The purpose of any easements shall be indicated on the plan. Widths of all existing and proposed streets and easements shall also be indicated.
5. Area of all lots, easements or parcels into which the land is to be divided and the area of each lot that is occupied by pond, stream, marshland, swampland, floodplain or other wetlands as defined in Section 40, Chapter 131, MGL.
6. Location of any existing buildings situated within 50 feet of the property being divided, location of any wells and septic systems within one hundred and fifty feet of the property being divided, and the location, names and widths of streets adjacent buildings, wells, and septic systems situated on the subdivision.

✓ 7. Sufficient data to determine the location, direction and length of every street line, lot line and, to establish these lines on the ground.

✓ 8. Location of all permanent monuments properly identified as to whether existing or proposed.

✓ 9. If less than all of the applicant's contiguous land is being divided, the size and shape of the remaining land shall be shown as an insert on the plan, at a scale of 1"=200'

✓ 10. The zoning district(s) in which the land is located, including delineation of special overlay district boundaries where applicable. **RU Zoning district**

n/a 11. Proposed street names shall be penciled in on the submitted plans and shall be inked in after the street names have been approved by the Planning Board. Each lot shall be given a street number according to the following formula: Stating at the junction with the existing access road, numbers shall be designated consecutively along the road, beginning with one; odd numbers on the right and even numbers on the left, a new number for every twenty-five feet.

n/a 12. There shall be provided on the plans a suitable space for the following endorsements:

- a. Approval endorsement
- b. Performance guarantee
- c. Town Clerk's certificate of no appeal

n/a 13. If the applicant is applying under Section 5.5-2 Permanent Preservation of Open Space, a designated holder of the required Conservation Restriction designating a portion of the property as Open Space shall appear on the plan, and an agreement between the property owner and the restriction holder shall be provided to the Planning Board with the application. The agreement shall be drafted on letterhead naming the entity, and shall state that the entity agrees to accept and monitor the designated Open Space.

✓ 14. A check made payable to The Town of West Tisbury in the amount applicable under Section 92.1 of the Rules and Regulations Governing Subdivision Control Laws.

n/a 15. The following documents shall be part of the Definitive Plan application unless specific exemption is voted by the Planning Board:

- a. Existing and proposed topography of the land subject to the plan at a suitable contour interval.
- b. Existing profiles and proposed profiles on the centerline and the exterior lines of proposed streets at a horizontal scale of one inch equals forty feet and vertical scale of one inch equals four feet, or such other scales applicable to the Planning Board.
- c. An Environmental Impact Statement, submitted in Section 4.5-3 of these regulations.

APPLICATION FOR ENDORSEMENT OF PLAN  
BELIEVED NOT TO REQUIRE APPROVAL

07/17, 2023

To The Planning Board of the Town of West Tisbury:

The undersigned wishes to record the accompanying plan and requests a determination and endorsement by said Board that approval by it under the Subdivision Control Law is not required. The undersigned believes that such approval is not required for the following reasons:  
(Circle as appropriate.)

1. The accompanying plan is not a subdivision because the plan does not show a division of land.
2. The division of the tract of land shown on the accompanying plan is not a subdivision because every lot shown on the plan has frontage of at least such distance as is presently required by the West Tisbury Zoning By-law under Section \_\_\_\_\_ which requires one hundred feet 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 which the Town Clerk certifies is maintained and used as a public way, namely \_\_\_\_\_ or
  - b. a way shown on a plan theretofore approved and endorsed in accordance with the subdivision control law, namely \_\_\_\_\_ and subject to the following conditions \_\_\_\_\_ on \_\_\_\_\_, or
  - c. a private way in existence on April of 1973, the date when the subdivision control law became effective in the Town of West Tisbury 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 the installation of municipal services to serve such land and the buildings erected or to be erected thereon, namely \_\_\_\_\_
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 property line adjustment 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 West Tisbury Zoning By-law under Section \_\_\_\_\_ which requires one hundred 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 plan prior to April, 1973, the date when the subdivision control law went into effect in the Town of West Tisbury and one 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 is submitted as follows:

the Campbell Road Realty Trust  
APPLICANT'S NAME - PLEASE PRINT

5. Other reasons or comments: (See M.G.L. Chapter 41, Section 81-L)

The owner's title to the land is derived under deed from the Criseyde Stone Jones Living Trust, dated 05/18/22, 19\_\_\_\_, Registry of Deeds, Book 1626, Page 938 or Land Court Certificate of Title No. \_\_\_\_\_, registered in \_\_\_\_\_ District Book \_\_\_\_\_, Page 32, Lot(s) 114.1 and West Tisbury Assessors' Map(s)

Applicant's signature Douglas E. Hood, agent  
Applicant's address \_\_\_\_\_

Applicant's Telephone # \_\_\_\_\_  
Owner's signature and address if not the applicant or applicant's authorization if not the owner \_\_\_\_\_

Name of Surveyor or Engineer Schofield, Barbini & Hoch Inc.  
Address Box 339 Vineyard Haven MA 02568

Received by Town Clerk:

Date \_\_\_\_\_

Time \_\_\_\_\_

Signature \_\_\_\_\_