

**Duxbury Planning Board
Approval Not Required Plan Checklist**

Petitioner: _____

Meeting Date: _____

1. _____ Application filed
2. _____ Fee paid/amount (\$200/plan plus \$100/lot shown)
3. _____ Nine copies of plan filed along with mylar
4. _____ Name and address of owner of record, petitioner & surveyor
5. _____ Deed reference or land court certificate number noted on plan
6. _____ Plan reference noted on plan
7. _____ Date of application noted on plan
8. _____ Location of all existing structures and septic systems
9. _____ Minimum frontage on approved way (200 ft. minimum)
10. _____ Direct abutters noted by name and parcel number
11. _____ Delineation and gross area - square feet and acres
12. _____ Delineation and gross area of wetlands- sq. feet and acres
13. _____ Delineation and gross area of uplands - sq. feet (40,000 sq. ft. minimum)
14. _____ Net area of each lot (sq. feet)
15. _____ Net area of each lot of wetlands and upland - (sq. feet)
16. _____ North arrow, locus sketch, date and scale
17. _____ Notation: "Planning Board endorsement does not certify compliance with Zoning Bylaw."
18. _____ Notation: "No official verification of any wetlands has been made or intended by Planning Board endorsement."
19. _____ Signature block
20. _____ Stone fences and public shade trees (per scenic road act)