

APPENDIX B

FORMS

Attached are samples of the forms used for the administration of these regulations. The content of these forms may be revised from time to time by administrative action of the Planning Board.

FORM C
Page 2 of 2
WILLIAMSBURG, MA

The following are all the mortgages and other liens or encumbrances on the whole or any part of the above described property:

The undersigned hereby covenants and agrees with the Town of Williamsburg upon approval of the Definitive Plan:

1. To construct the ways and install the services as finally approved by the Planning Board.

2. To design and construct the ways and design and install the utilities in accordance with the Rules and Regulations Governing the Subdivision of Land, Town of Williamsburg, Massachusetts, with the rules and instruction of the Board of Health, appropriate department heads, and with the Definitive Plan and its accompanying material as finally approved by the Planning Board.

This agreement shall be binding upon the heirs, executors, administrators, successors, and assigns of the undersigned.

Owner of Record _____
Print or type name Signature

Address Phone

Before me appeared _____, Owner of Record, and made oath that the above statements subscribed to him/her are true.

Notary Public: _____
Commission Expires: _____

Date of Submission: _____

Town Clerk: _____
Signature

Note: Complete Form D and attach.

FORM D
WILLIAMSBURG, MA

CERTIFIED LIST OF ABUTTERS

(Fill in this space with rough sketch of land described in this petition, and write against boundary lines the name and mailing address of adjoining owners in their relative positions. Also, include owners of land separated from the subdivision only by a street.)

Planning Board
Williamsburg, Massachusetts

Planning Board:

This is to certify that at the time of the last assessment for taxation made by the Town of Williamsburg, the names and addresses of the parties assessed as adjoined owners to the parcel of land shown above were as above written, except as follows:

Date of Verification_____

Board of Assessors _____

Authorized Signature

FORM E
WILLIAMSBURG, MA

DEPARTMENTAL REVIEW OF SUBDIVISION PLAN

To: Board of Health Building Inspector
 Highway Superintendent Conservation Commission
 Fire Department Police Department
 Board of Sewer and Water Commissioners

From: Planning Board

Date: _____

Subject: _____
 (description of plan, date, etc.)

1. The subject named plan herewith attached has been submitted to the Planning Board for approval as a subdivision.

For the guidance of the Planning Board will you please note any appropriate comment or approval on the blank below and/or on the plan itself and return to the Planning Board as soon as possible.

2. Under the requirements of Section 81-U of Chapter 41 of the General Laws the Board of Health must notify the Planning Board within forty-five (45) days (all others thirty (30) days) of the date of this notice if the Board of Health is in doubt as to whether any of the land in the subdivision can be used as building sites without injury to the public health.

_____ (do not detach) _____

To: Planning Board

Date: _____

Subject: _____
 (description of plan, date, etc.)

1. The undersigned **APPROVES / DISAPPROVES** (cross out one) of the subject named subdivision plan insofar as its requirements are affected.
2. The following comments are offered for the guidance of the Planning Board:

Department _____

Signed _____

FORM F
WILLIAMSBURG, MA

NOTICE OF SUBDIVISION APPROVAL OR DISAPPROVAL

To: Town Clerk

The Planning Board on_____ by_____ vote
date

APPROVED / DISAPPROVED (cross out one) the following subdivision
plan:

Name or description_____

New street names_____

Submitted by_____

Address_____

On_____

Date

pending termination of the statutory twenty day appeal period.

Signed_____

Chair, Williamsburg Planning Board

This vote of the Planning Board is duly recorded in the minutes
of their meeting.

c.c. Applicant

Building Inspector

Highway Superintendent

Fire Department

Board of Health

Board of Water and Sewer Commissioners

Police Department

Board of Assessors

Register of Voters

Conservation Commission

FORM G
Page 1 of 2
WILLIAMSBURG, MA

COVENANT

The undersigned _____ of
Print or type name(s)

_____, _____, _____
No. and Street City/Town State
hereinafter called the "Covenantor", having submitted to the
Williamsburg Planning Board the Definitive Plan of a subdivision

Name of Subdivision Dated
does hereby covenant to and agree with said Planning Board and
the successors in office of said Board, pursuant to Mass.
General Laws, Chapter 41, Section 81U, as amended, that:

1. The Covenantor is the owner of record of the premise shown on said plan;
2. This covenant shall run with the land _____
(list specific lot no.)
and be binding upon the executors, administrators, heirs, assigns of the covenantor, and their successors in title to the premises shown on said plan.
3. The construction of ways and the installation of municipal services shall be provided to serve any lot in accordance with the applicable Rules and Regulations of said Planning Board before such lot may be built upon or conveyed, other than by mortgage deed; provided that a mortgagee who acquires title to the mortgaged premises by foreclosure or otherwise and any succeeding owner of the mortgaged premises or part thereof may sell any such lot, subject only to that portion of this Covenant which provides that no lot so sold shall be built upon until such ways and services have been provided to serve such lot;
4. Nothing herein shall be deemed to prohibit a conveyance subject to this covenant by a single deed of the entire parcel of land shown on the subdivision plan or of all lots not previously released by the Planning Board without first providing such ways and services;
5. This covenant shall take effect upon the approval of said plan;
6. Reference to this covenant shall be entered upon said plan and this covenant shall be recorded when said plan is recorded.

FORM G
Page 2 of 2
WILLIAMSBURG, MA

DATE

The undersigned_____ (wife, husband)
of the covenantor hereby agrees that such interest as (I, we)
may have in said premises shall be subject to the provisions of
this covenant and insofar as is necessary release all rights of
tenancy by the courtesy, dower, homestead, and other interest
therein:

EXECUTED as a sealed instrument this_____ day of
_____ 20_____.

Witness

Signature

Witness

Signature

Witness

Signature

COMMONWEALTH OF MASSACHUSETTS

Hampshire, Massachusetts

Date_____20_____

Then personally appeared_____
and acknowledged the foregoing instrument to be his/her free act
and deed, before me.

Notary Public

Commission Expires:_____

FORM H
WILLIAMSBURG, MA

DATE

RELEASE OF CONDITIONS
Or
CERTIFICATE OF PERFORMANCE

Certification is herewith given that _____
has complied with the conditions imposed by the Planning Board
of the Town of Williamsburg under Rules and Regulations
Governing the Subdivision of Land on Lot No. _____, or Lots
No. _____ as shown on plan entitled _____

_____ and recorded in Hampshire
County Registry of Deeds Plan

Book _____, Page _____.

By: _____
Chair, Williamsburg Planning Board

Hampshire, Massachusetts

Date _____

Then personally appeared _____, Chair,
Williamsburg Planning Board, and acknowledged the foregoing to
be his/her free act and deed before me.

Notary Public

Commission Expires: _____

FORM I
WILLIAMSBURG, MA

DATE

**APPLICATION FOR SUBMISSION/RESUBMISSION
OF ADDITIONAL PLANS, MATERIALS, INFORMATION, ETC.
AND FOR AN EXTENSION OF TIME PERIOD**

File one completed form with the Planning Board (with fee) and a copy with the Town Clerk in accordance with the requirements of Section 6:08.

To the Planning Board:

The undersigned herewith submits/resubmits the accompanying additional plan, materials, information, etc., relative to the previously filed Definitive Subdivision Plan entitled _____ and originally filed on _____, for approval under the requirements of the Subdivision Control Law and the Rules and Regulations Governing the Subdivision of Land of the Planning Board in the Town of Williamsburg.

Submitted/Resubmitted Plans, Materials, Information:

_____ (Title)	_____ (Sheet(s))	_____ (Dated)
_____ (Title)	_____ (Sheet(s))	_____ (Dated)
_____ (Title)	_____ (Sheet(s))	_____ (Dated)

With this Submission/Resubmission of the above listed additional plans, materials, information, I am also hereby requesting a sixty (60) day extension, from the date of this filing, to the Planning Board's Decision Deadline Date for the Approval or Disapproval of this Definitive Subdivision Plan.

Applicant _____
(Print or type name) (Signature)

Before me appeared _____, the Applicant, and acknowledged the foregoing to be his/her free act and deed before me.

Notary Public
Commission Expires: _____

Date of Submission: _____
Town Clerk: _____
(Signature)