



Town of Charlton

www.townofcharlton.net

37 MAIN STREET
CHARLTON, MA 01507
508-248-2241

DEPARTMENT of BUILDING
INSPECTIONAL SERVICES

Building.ZEO@TownofCharlton.net

Lot Creation

Two questions often asked of this office is “I have a parcel of land, what do I need to do to build another house on it?” or “I want to divide my land into another building lot, how much land do I need?”

There are several options for creating new buildable lots, all of which are governed by the Town of Charlton Zoning Bylaws and State statues. All buildable lots must meet the minimum frontage and area requirements of the zoning bylaw, as show in Section 3.2.4 Intensity of Use Schedule

Zoning District	Min. Lot Area Sq. Ft.	Min. Lot Width & Contiguous Street Frontage Feet	Min. Front Yard Feet	Min. Side Yard Feet	Min. Rear Yard Feet	Max. Building Coverage % of Lot	Max. Building Height Feet
Agricultural A	60,000	175	30	15	30	25	36
Low Density Residential R-40	40,000 ¹	150	30	15	15	30	36
Residential Small Enterprise R-SE	40,000 ^{1,3}	150	30	15	15	30 ⁴	36
Neighborhood Business NB	20,000 ¹	100	40	15	15	30	36
Village V ⁽⁷⁾	10,000 ⁽⁸⁾	75	10 ⁽⁹⁾	10	10	60 ⁽¹⁰⁾	36
Community Business CB	40,000 ¹	150	40	15	15	30	36
General Industrial I-G	40,000	150	40	35 ²	35 ²	40	36
Business Enterprise Park BEP	80,000	260	50 ⁵	50 ⁵	50 ⁵	33	36 ⁶

Curtis Meskus - Building Commissioner/Zoning Enforcement Officer
William Fenner – Local inspector
Peter Starkus – Plumbing & Gas Inspector
Joseph Ostrowski – Inspector of Wires
Michelle Aker – Administrative Assistant

There are a few requirements that apply to all newly created lots; First, two-thirds (2/3) of the minimum required lot must be free of wetlands for the district that lot is located in (§ 3.3.2.5). Second except for a reduced frontage lots, the lot must maintain two-thirds (2/3) of the minimum frontage required to the rear of the principle structure (§ 2.1 definition, Lot Width).

The simplest way of creating a new lot is to have enough frontage and area on an existing way “that is open and passable to the public” as required for the existing lot and the proposed lot. For example; your property is on a paved road in town, it is located in an “A” zone and you have 350 or more feet of contiguous road frontage, and 2.75 acres (120,000 square feet) or more, you hire a registered land surveyor who draws a plan, meeting the surveyor regulations and the plan is submitted to the Planning Board for as an ANR “Approval Not Required” plan under The Subdivision Control Law, MGL, Chapter 41, Sections 81K through 81GG.

If the plan meets the technical requirements, the Planning Board signs the plan, it is recorded at the Registry of Deeds in Worcester and you have a buildable lot.

The next more complex option is a **Reduced Frontage Lot**, in accordance with § 5.13, which are allowed only in the A and R-40 Zones. A reduced frontage lot must be a minimum of 5 acres (217,800 square feet) or more, the minimum frontage length and lot width shall be 50 feet, the building setback line shall be a minimum of 200 feet and the reduced frontage access strip portion of the lot cannot exceed 600 feet in length. You must also maintain the required frontage and area for the original lot.

To create a Reduced Frontage Lot, a registered land surveyor draws the plan showing a reduced frontage lot and it is submitted to the Planning Board for a special permit hearing and endorsement under M.G.L. Chapter 41S, 81P or 81U.

If the special permit is granted, the Planning Board signs the plan, issues any conditions and it is recorded at the Registry of Deeds in Worcester and you have a buildable lot.

If you do not have enough road frontage, and have sufficient land area, you could create a subdivision, the most complex process. A subdivision is the dividing of land in to parcels that meet the frontage and area requirements and the construction of a new road. The subdivision process requires professional plan submittal to the Planning Board and public hearing(s). When approved with conditions set forth, the road construction can begin, once the road is up to minimum standards, the planning board will release the covenants and you will have buildable lots.

These examples cover the normal or ordinary lot arrangements, there are other exceptions, which mostly apply to subdivisions for reduced lot size in special cases.