



INSPECTIONAL
SERVICES
DEPARTMENT
CITY OF BOSTON

CERTIFIED PLOT PLAN

WHAT IS A CERTIFIED PLOT PLAN?

A CERTIFIED PLOT PLAN IS A STAMPED DRAWING, DRAWN TO A MEASURABLE SCALE BY A STATE REGISTERED ENGINEER OR A STATE REGISTERED LAND SUVEYOR. IT SHOWS A PIECE OF LAND, ITS BOUNDARY LINES, TOTAL SQUARE FOOTAGE, AND LOCATES ALL THE EXISTING STRUCTURES ON THE LAND. (i.e. HOUSES, DECKS, POOLS, GARAGES, FENCES, DRIVEWAYS, SHEDS, PARKING SPACES ETC.)

WHEN DO YOU NEED A CERTIFIED PLOT PLAN?

WHEN FILING A LONG FORM APPLICATION, (BD-1, BD-1A) OR (BD-2,2A) APPLICATION TO AMEND PLANS, AND PERMISSION FOR USE OF PREMISES APPLICATION.

WHY DO YOU NEED A CERTIFIED PLOT PLAN.

TO PROFESSIONALLY IDENTIFY THE LOCATIONS OF BUILDINGS AND STRUCTURES ON THE SITE. THIS INFORMATION IS NECESSARY TO ALLOW THE ZONING AND PLAN REVIEW DEPARTMENTS TO EVALUATE YOUR APPLICATION FAIRLY AND COMPLETELY.

WHERE CAN YOU GET A CERTIFIED PLOT PLAN?

1. FROM THE OWNER OF THE LAND, IF YOU LEASE.
2. FROM THE MORTGAGE BANK, OR LAND COMPANY YOU PURCHASED THE LAND AND/OR BUILDING FROM.
3. CONSULT YOUR YELLOW PAGES OF THE PHONE BOOK, UNDER SURVEYORS OR ENGINEERS SELECT ONE, AND HAVE HIM/THEM DRAW A PLOT PLAN FROM YOUR DEED.

*NOTE: IF SOMEONE PREVIOUSLY HAS OR IF YOU ARE PRESENTLY ENCLOSING OR ADDING SOMETHING ON TO YOUR HOUSE/BUILDING OR PROPERTY THAT IS NOT SHOWN ON THE CURRANT CERTIFIED PLOT PLAN YOU WILL HAVE TO CONSULT WITH A REGISTERED ENGINEER OR LAND SURVEYOR TO MAKE THE REQUIRED CHANGES TO THE CERTIFIED PLOT PLAN YOU HAVE NOW.