



Agricultural
Preservation
Restriction
Program

MDAR APR Program Application for

Certificate of Approval (COA) Dwelling

Certificate of Approval (COA) Application Requirements & Information

Upon review of this application, the APR Program reserves the right to request additional materials such as business plans, projected income, additional site plans, or a farm plan.

- Work related to this application may not begin prior to receiving a recordable Certificate of Approval (COA) from the Department.
- APR Regulations limit the area of impervious surface allowed on APR land. Please refer to your APR Stewardship Planner for additional details.
- For information regarding the location of prime agricultural soils on your APR, please visit: <https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx> or contact your assigned Stewardship Planner for assistance.

Landowner Contact (name, address, phone & email): _____

Name of Original Grantor of APR & Address of APR: _____

Is the APR Co-held by a municipality? Yes ☐ No ☐ Not Sure ☐

- The Co-holder is identified in the APR document or a separately recorded Co-holder Agreement. If yes, you may need to request additional approval from the Co-holder.

Describe need for approval. Explain how the proposed housing will maintain or improve the economic viability of your farming operation: _____

Dwelling

1. Dimensions & Square Footage _____

2. Is the new structure replacing an existing structure? Yes ☐ No ☐

-If yes, will it be sited within the existing footprint? Yes ☐ No, it will be expanding upon ☐

3. Will construction of a new driveway be required to access the structure? Yes ☐ No ☐

4. Will the utility connections be new or existing? New ☐ Existing ☐

-If new, which type will need to be installed? Electric ☐ Septic/Sanitary ☐ Sewer ☐ Water ☐

-For each connection type, describe system & how it will be tied-in to the structure (i.e. will any excavation be required): _____

5. Will the project require an easement from a utility company to conduct the work? Yes ☐ No ☐

6. Describe the current use of the APR land: _____

7. Describe how the siting of the structure will minimize the loss of quality agricultural soils: _____

8. Describe how the siting of the structure will not significantly interfere or lead to future interference with agricultural operations: _____

9. Identify the relationship of the individuals who are expected to reside in the proposed dwelling to the landowner(s): _____

10. How many growing seasons has the proposed dwelling occupant been involved in the daily operation of the agricultural operation? _____

11. List all responsibilities of the proposed dwelling occupant in relation to the agricultural operation: _____

12. Does the proposed residing occupant own any other buildable land or dwellings? Yes ☐ No ☐

-If yes, provide location: _____

13. You must include the following attachment to this application:

- ☐ A map/layout plan showing the location of the proposed dwelling, including the number and types of rooms, square footage, dimensions, and elevations, as well as any additional need for improvements such as a driveway, parking lot, etc.

Landowner signature: _____ Date: _____

Landowner signature: _____ Date: _____

NEED MORE SPACE FOR WRITING? _____



HOW TO SUBMIT:

Please send the completed application to your Stewardship Planner or email to apr.update@mass.gov.

If you prefer providing a hard copy you can mail or drop it off at one of our office locations:

Southborough:
225 Turnpike Road - 3rd Floor
Southborough, MA 01772

West Springfield: 413-726-2000
138 Memorial Avenue, Suite 42
(for GPS - 42 Century Way, West Springfield)
West Springfield, MA 01089



225 Turnpike Road
Southborough, MA 01772

138 Memorial Avenue, Suite 42
West Springfield, MA 01089

mass.gov/apr