

SUBDIVISION RULES & REGULATIONS

Approved on March 8, 2010

EASTON PLANNING AND ZONING BOARD



Christine M. Santoro, Chair

Colin W. Gillis, Clerk

John Duggan

Walter H. Johnson

Gregory Strange

Peter Deschenes, Alternate

SUBDIVISION RULES & REGULATIONS

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SECTION 1. TITLE, PURPOSE, AND AUTHORITY

1.1 Title

These rules and regulations of the Easton Planning and Zoning Board shall be known and may be cited as the “Rules and Regulations Governing the Subdivision of Land, Town of Easton, Massachusetts” which herein are called these “Regulations.”

1.2 Purpose

This Chapter has been enacted for the purpose of protecting the safety, convenience, and welfare of the public and the inhabitants of Easton by regulating the laying out and construction of ways providing access to lots in subdivisions that have not become public ways. The regulations shall also provide sanitary provisions for subdivisions and, in proper cases, parks and open spaces. The powers of the Planning and Zoning Board and of a Board of Appeals under the Subdivision Control Law shall be exercised with due regard for:

- The provision of adequate access to all of the lots in a subdivision by ways that will be safe and convenient for travel;
- Lessening congestion in such ways and in the adjacent public ways to prevent overcrowding of land;
- Reducing danger to life and limb in the operation of motor vehicles;
- Securing safety in the case of fire, flood, panic, and other emergencies;
- Ensuring compliance with the Easton Zoning By Law;
- Securing adequate provision for water, sewerage, schools, transportation, parks, drainage, underground utility services, fire, police, street lighting, and other similar municipal equipment, and other requirements where necessary in a subdivision; and
- Coordinating the ways in a subdivision with each other and with the public ways in the Town and with the ways in neighboring subdivisions.

It is the intent of This Chapter that any subdivision plan filed with the Planning and Zoning Board shall receive the approval of such Board if said plan conforms to the recommendation of the Board of Health and to the reasonable Rules and Regulations of the Board pertaining to subdivisions of land; and provided, however, that such Board may, when appropriate, waive, as provided for in Section 9.1 such portions of these Regulations as is deemed advisable.

1.3 Authority

A. Adoption and Administration

Under the authority vested in the Board of the Town of Easton, Massachusetts, by *M.G.L. c. 41, §81Q*, the Board originally adopted these Rules and Regulations Governing the Subdivision of Land in the Town of Easton on December 15, 1959.

1. The Board shall be responsible for administration of these regulations and shall have all the powers assigned to it by M.G.L. c.41, §§81K-81GG.
2. The Board, in conjunction with §11.1 herein and at the cost of the applicant, may hire consultant engineers, construction inspectors, legal counsel, or other professional assistance and may assign as its Agents appropriate Town Agencies or officials to review plans and applications filed pursuant to these Regulations or to inspect the construction or installation of improvements requested hereunder.
3. The Board may seek comment and review of applications by the Board of Health, the Department of Public Works, the Conservation Commission, or any other town agency or board. At the discretion of the Chair, the Board may request an All Boards Meeting for major projects.
4. These Regulations will be administered in conjunction with the *Planning & Zoning Board Administrative Rules & Regulations*.

B. Interpretation

In interpreting these regulations the Board shall consider the general character of the Town of Easton, encourage coordination with the Comprehensive Plan of the Town (where applicable), and seek to mitigate the impacts of subdivision construction throughout the Town.

C. Severability

If any section, paragraph, sentence, clause or provision of these Regulations shall be adjudged not valid, the adjudication shall apply only to the material so adjudged and the remainder of these Regulations shall be deemed to remain valid and effective.

D. Invalidation by State Law

Any part of these Regulations subsequently invalidated by a new state law or modification of an existing state law shall automatically be brought into conformity with the new or amended law, and shall be deemed effective immediately without recourse to a public hearing and the customary procedures for amendment or repeal of such regulations.

E. Amendments

These Regulations or any portion thereof may be amended, supplemented, or repealed from time to time by the Planning & Zoning Board after a public hearing on its own motion or by petition. Amendments proposed by members of the public or other boards should be submitted in writing to the Department of Planning & Community Development, and addressed to the Board.

These Regulations shall be reviewed for amendment by a Public Hearing in July of every year, unless an alternate date for review is voted on by the Board.

1.4 General

A. Forming a Subdivision

No person shall make a subdivision within the meaning of the Subdivision Control Law of any land within the Town, or proceed with the improvement or sale of lots in a subdivision, or the construction of ways, or the installation of municipal services therein, unless and until a Definitive Plan of such subdivision has been submitted to and approved by the Board as hereinafter provided.

B. Effect of Prior Recording of Subdivision Land

The recording of a plan of land within the Town in the Northern Bristol County Registry of Deeds prior to the effective date of the Subdivision Control Law in the Town of Easton, showing the division thereof into existing or proposed lots, sites or other divisions and ways furnishing access thereto, shall not exempt such land from the application and operation of these rules, regulations and requirements except as specifically exempt by Section 81-FF of the Subdivision Control Law.

C. Applicant's Responsibility

The approval of a subdivision by the Board does not affect any rights others may have in or over the land to be subdivided nor does it give the applicant the right to perform work on land owned by others.

The acquisition of necessary rights and the presentation of complete and correct information to the Board are responsibilities of the applicant and the failure to do so, including the failure or inability to obtain all necessary permits, licenses, releases or rights may constitute a reason for the disapproval, the rescission of approval of a subdivision plan or application of other laws.

SECTION 2. DEFINITIONS

2.1 Meanings of "Shall," "Should," and "May"

For the purpose of These Rules and Regulations, the words "should," "shall," and "may" are used to describe specific conditions. The following definitions apply:

- A. **Shall:** A mandatory condition. Where certain requirements in the design or application of the standard are described with the "shall" stipulation, it is mandatory that these standards be met.
- B. **Should:** An advisory condition. Where the word "should" is used, the applicant is advised the stipulation is recommended and preferable to the Planning & Zoning Board, but it is not mandatory or required.
- C. **May:** A permissive condition. No requirement or recommendation is intended.

2.2 Glossary of Planning Terms

If a term found in these Rules & Regulations is not defined, the definition found in the Subdivision Control Law (MGL c. 41) or the Zoning By Law shall apply.

APPLICANT

Either the owner of the land stated in the application for subdivision, the owner in equity or all the owners where title is held jointly, in common, or in tenancy by the entirety, including corporations. The owner in equity, an agent, representative, or his assigns may act for an owner, provided written evidence of such fact is submitted.

AS-BUILT PLAN

Construction or engineering plans prepared by an engineer after the completion of construction in such a manner as to accurately identify and depict the location of all on-site improvements, including but not limited to all structures, parking facilities, components of the stormwater management system, monuments, curbs, gutters, and sidewalks.

BOARD

The Town of Easton Planning and Zoning Board.

ARTERIAL STREET

A major thoroughfare that serves as a major traffic way for travel between and through the municipality. The following streets are examples of arterial streets: Bay Road, Central Street, Elm Street, Foundry Street, Highland Street, Prospect Street, Turnpike Street, and all state numbered highways. Additional streets may be considered arterial streets, at the discretion of the Board.

AVERAGE DAILY TRAFFIC

The total traffic volume during a given time period (in whole days greater than one day and less than one year) divided by the number of days in that period.

CRITICAL AREA

For the purposes of Chapter 8, Stormwater Management, critical areas are:

- Outstanding Resource Waters as designated in 314 CMR 4.00;
- Special Resource Waters as designated in 314 CMR 4.00, recharge areas for public water supplies as defined in 310 CMR 22.02
- Zone I's, Zone II's and Interim Wellhead Protection Areas for groundwater sources, and
- Zone A's for surface water sources;
- Bathing beaches as defined in 105 CMR 445.000;
- Cold-water fisheries as defined in 314 CMR 9.02 and 310 CMR 10.04; and
- Shellfish growing areas as defined in 314 CMR 9.02 and 310 CMR 10.04.

If any of the above definitions conflict with the definition of "critical areas" found in most recent edition of the Massachusetts Stormwater Management Policy (MSMP), the MSMP definition shall apply.

COLLECTOR STREET

A way designed to collect or distribute vehicular traffic from one or more residential areas to or from an arterial street.

CURB RETURN

The curved or flared portion of a street curb at driveway approaches.

DEFINITIVE PLAN

All final plans prepared for and filed in connection with Planning and Zoning Board approval under the Subdivision Control Law, except a Preliminary Plan.

DRAINAGE

- (1) The control of surface water within the tract of land to be subdivided.
- (2) Surface water or stormwater runoff.
- (3) The removal of surface water or groundwater from a site by artificial or natural means.

(See also, Stormwater, Stormwater Runoff)

DPCD—DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

The DPCD (Department of Planning and Community Development) provides staff support to the Planning & Zoning Board, Conservation Commission, Historic Commission, Housing Partnership, Community Preservation Committee, and other Boards and Commissions of the Town of Easton. Its mission is to promote a vibrant and healthy community through the application of contemporary planning methods.

ENGINEER

Any person who is registered by the Commonwealth of Massachusetts to perform professional civil engineering services. All engineering work shall be done under the direct supervision of an engineer under this definition.

LOCAL STREETS

Streets that primarily provide access to adjacent land uses.

A low-volume street designed to carry vehicular traffic from residential or nonresidential areas to or from a collector or arterial street.

MASSDEP

The Massachusetts Department of Environmental Protection or its successor.

MASSGIS STANDARD FOR DIGITAL SUBMISSION TO MUNICIPALITIES

A standard for the digital submission of plans to municipalities issued by the Executive Office of Energy and Environmental Affairs (EOEA) Office of Geographic and Environmental Information (MassGIS), detailed in a document titled "Standard For Digital Plan Submittals To Municipalities, Version 2.0" dated October 2007, or successor standard/document. This document can be found at <http://www.mass.gov/mgis/>

MASSACHUSETTS STORMWATER MANAGEMENT HANDBOOK

The most recent edition promulgated by MassDEP of the Massachusetts Stormwater Handbook.

PARKING LOT

An area, other than a street, designated for the parking of five or more motor vehicles.

PLANNING BOARD AGENT

An individual or an organization selected by the Board to inspect all construction regulated by these Rules and Regulations in a subdivision, advises the Board on progress of work, and makes recommendations to the Board as to the suitability and acceptability of construction work.

PRELIMINARY PLAN

A plan prepared and filed in accordance with M.G.L. Chapter 41, §81L and §81S and fulfilling all the requirements of these Rules and Regulations.

RECORDED

"Recorded" shall mean recorded in the Northern Bristol County Registry of Deeds, except that, as affecting registered land, it shall mean filed with the recorder of the Land Court.

REGISTRY OF DEEDS

“Registry of Deeds” shall mean the Northern Bristol County Registry of Deeds in Taunton, and, when appropriate, shall include the Land Court.

ROADWAY

That portion of a way that has been improved, designed, and ordinarily used for vehicular travel, exclusive of the sidewalk, berm, or shoulder.

STANDARD SPECIFICATIONS

Massachusetts Highway Department Standard Specifications for Highways & Bridges, latest edition.

STREAMS AND OTHER WATER COURSES

As defined in M.G.L. c.131, §40, the Wetlands Protection Act.

STORMWATER

Stormwater is a term used to describe water that originates during precipitation events. It may also be used to apply to water that originates with snowmelt or runoff water from overwatering that enters the stormwater system. Stormwater that does not soak into the ground becomes surface runoff, which either flows into surface waterways or is channeled into stormwater management systems such as storm drains.

STORMWATER MANAGEMENT STANDARDS

The most recent edition promulgated by the Massachusetts Department of Environmental Protection, or its successor, of the Stormwater Management Standards. An overview of the Standards may be found in Chapter 1 of the Massachusetts Stormwater Management Handbook, available online at: www.mass.gov/dep/water/laws/policies.htm#storm

SUBDIVISION

The division of a tract of land into two or more lots including re-subdivision, and, when appropriate to the context, relating to the process of subdivision of the land or territory subdivided in accordance with M.G.L. c.41, §§81K-GG

SUBDIVISION CONTROL

Shall mean the power of regulating the subdivision of land granted by the Subdivision Control Law as defined by M.G.L. c.41, §§81K - 81GG, inclusive, entitled “Subdivision Control” and any acts in amendment thereof, addition thereto, or substitution therefore.

SURVEYOR

Any person who is registered by the Commonwealth of Massachusetts to perform land-surveying services.

VITAL ACCESS

A way shall be said to provide vital access to a lot if safe, practical access can be gained from the way to the buildable portions of the lot, as contemplated by M.G.L. c.41, §81M. An unconstructed street or "paper street" shall not be said to provide vital access to a lot for the purposes of obtaining Approval Not Required ("ANR") endorsement.

SECTION 3. PLANS NOT REQUIRING APPROVAL UNDER THE SUBDIVISION CONTROL LAW

3.1 Plans Not Requiring Approval under the Subdivision Control Law

Pursuant to c.41, §81T of the Subdivision Control Law, any person who wishes to cause to be recorded in the Registry of Deeds or to be filed with the Land Court a plan of land that does not depict a subdivision (commonly known as an ANR plan) may submit his plan (see 3.2.1) and application Form A (see Forms) for endorsement, following the process outlined below:

3.2 Filing Instructions

An applicant wishing to file for endorsement of an Approval Not Required (ANR) Plan shall submit:

- One (1) full-sized plan, printed on mylar sized 24" X 36," as described in 3.2.1 of these Regulations
- Eight (8) paper copies of the plan, printed 11" X 17"
- One digital copy on a CD containing the CAD files (see, MassGIS Standard for Digital Submission to Municipalities, Level I) and a PDF version of the plan to be endorsed.
- Two copies of the Form A application, signed by all property owners
- Fee, payable to the Town of Easton, in the amount described in the Fee Schedule

3.2.1 ANR Plan Requirements

An applicant should submit original plans at a scale of 1" equals 40', unless another suitable scale is approved by the Board, printed on mylar, including the following information:

- A magnetic north point;
- A graphic scale bar;
- Date and any revision dates;
- Engineer or surveyor stamp, signature, name, and address;
- Record owner;
- Street address of property;
- Names of property owners and street number of all properties abutting the affected parcel(s), including those across the street;
- Parcel area - total and contiguous upland;
- Frontage;
- Locus plan in proper orientation;
- Zoning classification(s) of the land that contains the property;
- Location of any zoning boundary lines that lie within the locus of the plan;
- Cross reference to page and parcel number of the assessors map;
- The entirety of any lot having its boundaries changed;

- Location of existing buildings including front, side and rear lot set back distances from the lot line;
- The distance to the nearest road or other permanent monument
- Narrative description summarizing the intent of the plan; and
- Magnetic north point, date and revision dates, graphic scale bar, and title of plan.

Any lot shown that does not meet the criteria for a building lot under the Easton Zoning By Law must be clearly marked with the words "NOT A BUILDING LOT."

All plans must be folded. Please do not submit rolled plans.

3.2.2 Procedure

Applications may be submitted by hand delivery to the Department of Planning & Community Development (DPCD), or mailed by registered or certified mail to the Planning & Zoning Board at 136 Elm Street, Easton, MA 02356. One original copy of the application shall be filed with the Town Clerk. Applicants may request that DPCD staff forward one copy of the application to the Town Clerk, or may deliver it directly.

If the Board determines that the plan does require approval under the Subdivision Control Law or the plan and/or application is incomplete or inaccurate:

It shall, within 21 days of submission of said plans, so inform the applicant and return the plan. The Board shall also notify the Town Clerk of its determination. The Board shall retain one copy of the plan for a period determined by the Board (at least one year). If the Board fails to act upon the plan submitted under this section within the prescribed 21 days, it shall be deemed to have determined that approval under the Subdivision Control Law is not required.

If the Board determines that the plan does not require approval under Subdivision Control Law:

It shall forthwith, without a public hearing, endorse on the plan the words "Planning and Zoning Board approval under Subdivision Control Law not required". (This endorsement does not imply that the plan which has been submitted complies with the Town of Easton Zoning laws.) Said plan shall be returned to the applicant and the Board shall notify the Town Clerk of its action.

The applicant shall then:

1. Record the original, endorsed plan with the Northern Bristol County Registry of Deeds within 6 months, or the endorsement shall lapse.
2. Return four (4) copies of the recorded plan to the Department of Planning & Community Development for the project file.

3.3 Criteria For Endorsement

A plan showing the subdivision of land shall not require approval if the application submitted meets all requirements of these Regulations *and* the criteria of either 3.3(A) or 3.3(B) or 3.3(C), as determined by the Planning and Zoning Board.

A. The plan shows a division of property into two or more lots, each of which has 150 feet of continuous frontage, or the frontage required by the most recent amended edition of the Easton Zoning By Law, along

- (1) An accepted way,
- (2) A way certified by the Town Clerk as used and maintained as a public way,
- (3) A way shown on an approved and endorsed subdivision plan, **OR**
- (4) A way in existence when the Subdivision Control Law became effective in Easton (Dec. 15, 2009) and having, in the opinion of the Board, sufficient width, suitable grades and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land abutting therein;

And, vital access to the building lots created in the plan must exist.

B. The plan shows that no new building lots are created, and the frontage of any lot has not been altered to be less than 150 feet.

C. The plan shows a division of a tract of land on which two or more buildings were standing prior to December 15, 1959 into separate lots, on each of which at least one of such buildings is still standing, as described under §81L of the Subdivision Control Law.

Failure of the applicant to pay the required review fee shall be grounds for refusing to endorse an ANR plan.

3.4 Staff Review

The Board may vote to designate a staff person to endorse ANR plans in the event that an application is filed during at a time when no meeting of the Board is scheduled for at least 21 days. If the Board chooses to so vote, a record of such designation must be recorded at the registry of deeds.

SECTION 4. PRELIMINARY PLAN

4.1 General

A preliminary plan of a subdivision may be submitted by the applicant for discussion and approval by the Board. The submission of such a plan will enable the applicant, the Board, other municipal agencies and owners of property abutting the proposed subdivision to discuss and clarify problems before a definitive plan is prepared. Therefore, it is strongly recommended that a preliminary plan be filed.

4.2 Mandatory Preliminary Plans

1. Preliminary plans for residential subdivisions within the Aquifer Protection District are mandatory. At time of preliminary submission, if the site is in the Aquifer Protection District the applicant will be required to pay for a review to determine if a Hydrogeological Study will be required to be submitted with the definitive subdivision plan, in accordance with §11.1 of these Regulations.

2. Preliminary plans for proposed Open Space Residential Developments are mandatory. Applicants must show evidence of having followed the Four-Step Design Process described in the §7-15 of Zoning By Law.

3. Preliminary plans for non-residential subdivisions are mandatory.

4.3 Application Contents

The application shall be submitted to the Board, in care of the DPCD, and shall contain:

- One (1) original AND one (1) copy of a properly executed Form B applications, as found in these Rules and Regulations.
- Two (2) full-sized, folded copies of the of the Preliminary Plan, sized 24" X 36" (see §4.3.1, below)
- Fifteen (15) reduced copies of the Preliminary Plan, sized 11" X 17"
- One (1) copy of the deed(s) and
- The fee (See, §11, Fees)

All submitted documents must conform to §4 of the *Planning & Zoning Board Administrative Rules & Regulations*, "Rules for the Submission of Documents."

4.3.1 Preliminary Plan Contents

The preliminary plan shall be clearly and legibly drawn, showing sufficient information about the subdivision to form a clear basis for discussion of its problems and for the preparation of the Definitive Plan. Such information shall include the material required below, a legend and the title "Preliminary Plan".

- a. Subdivision name, boundaries, magnetic north, date of submission, legend and graphic scales on each plan.
- b. Names and address of record owner and applicant, the book and page number of the recording of the deed.
- c. Names of all abutters, including those across the street, as determined from the most recent local tax list unless the applicant shall have more recent knowledge of such abutters, including owners of land separated from the subdivision only by a street; and zoning district boundaries, if any.
- d. Existing and proposed streets, house numbers of each house abutting the property, sidewalk, lots, rights-of-way, easements, and any public or common areas within the subdivision. Purpose of easement shall be indicated.
- e. Location, names, and present widths of streets bounding, approaching, or within immediate proximity of the subdivision, showing both the roadway widths and right-of-way width.
- f. Location of natural waterways and water bodies within and existing adjacent to the subdivision.
- g. Existing outstanding features, swamps, ledge outcroppings, ponds, watercourses, tree lines, existing easements, walls, fences, flood plain, wetlands, buildings and structures.
- h. Boundary lines, areas in square feet, and dimensions of all proposed lots, with all lots designated numerically and in sequence.
- i. Names, addresses, and seals of the engineer and surveyor who prepared the plan.
- j. Any zone or district boundary established by the Town of Easton Zoning By Law that divides or bounds the area to be subdivided.
- k. Topography of the land at ten-foot contours (a smaller contour interval may be required by the Board).
- l. Proposed system of utilities including a preliminary layout of all required utility systems.
- m. A watershed plan superimposed on the most recent U.S.G.S. quadrangle sheets.

The Board may require additional data to more clearly define the features of the plan.

4.3.2 Preliminary Plan for a Special Permit Subdivision

For Preliminary Plan which will require a Special Permit to permit a Definitive Subdivision (e.g. a Residential Compound, Adult Retirement Development, or Open Space Residential Development), the Applicant shall submit the following information:

- A sketch plan showing a conventional subdivision layout on the same premises (8 copies)
- A short narrative describing how the project will conform to the purposes of the anticipated Special Permit (8 copies)
- Any relevant calculations or notes demonstrating the project's eligibility for the Special Permit(s) anticipated by the design of the plan

For an Open Space Residential Development Preliminary Plan, the Applicant shall additionally submit information demonstrating the use of the 4-step design process outlined in the Zoning By Law.

4.4 Action by Board

The Board may give such Preliminary plan its approval, with or without modification. Such approval does reflect the Board's acceptance of the general concept. The Board may request resubmission of the preliminary plan with preliminary comments incorporated on it. Final drafts of any approved plans should be submitted for signature on mylar, or other stable base material approved by the Board.

The Board may also disapprove the plan. Disapproval will be accompanied by a detailed statement of reasons for the action.

The Board must give notice of its action to the Town Clerk within 45 days of the date of submission.

SECTION 5. DEFINITIVE PLAN

5.1 Submission Requirements

All submitted documents must follow Section 4 of the *Planning & Zoning Board Administrative Rules & Regulations*, "Rules for the Submission of Documents."

Any person who submits a Definitive Plan of a subdivision to the Board for approval shall file with the Board by delivery to the Board, or by registered mail under the provisions of M.G.L. c.41, §81T, the following:

1. One (1) original and one (1) copy of the application Form C (as found in These Rules and Regulations). The copy should be filed with the Town Clerk.
2. Certified List of Abutters. Name and mailing address of all the abutters as they appear in the most recent tax list, including owners of land separated from the subdivision only by a street.
3. One (1) copy of the deed(s).
4. Statement that the Definitive Plan considers the Board's action on the Preliminary Plan, if submitted, and that it conforms to the Board's rules and regulations.
5. The applicant shall also by delivery or certified or registered mail, file written notice to the Town Clerk stating the date of submission of the Definitive Plan, accompanied by a copy of the completed application (Form C).
6. The fee, as outlined in §11 Fees of these Rules and Regulations.

A plan, along with the appropriate and properly executed submittal forms, shall be officially submitted to the Planning & Zoning Board Office or by registered or certified mail to the Board in care of the Town Clerk. If so mailed, the date of mailing shall be the date of submission of the plan. In addition, written notice of such submission, on the appropriate form, shall be given by the Applicant to the Town Clerk by delivery or by registered or certified mail.

5.1.1 Electronic Submission

All documents, including any reports, briefs, memos, or other information submitted as part of any application, should be submitted both in print and electronically. Applicants may submit documents in any of the following formats:

- Portable Document Format (.pdf) preferred format for all documents
 - Microsoft Word 97-2003 (.doc)
 - Microsoft Word 2008 (.docx)
 - CAD (.dwg)
 - ArcGIS (.shp)
- All plans should be submitted electronically both as a .pdf copy of the printed plans **and** as a Standard and shall comply with the MassGIS "Standard for Digital Plan Submittal to Municipalities," or successor standard, Level 1 (see definitions).
- Electronic submission must be made at the same time as submission by any other means.

- Electronic copies may be submitted on a CD or by email to the Department of Planning & Community Development.
- Any evidence that cannot be submitted in print, such as video, will not be accepted.

5.2 Required Documents, Reports, & Studies

5.2.1 Documents, Reports & Studies Required for All Subdivisions

Board of Health Review as to Suitability of the Land

At the time of filing of application for Subdivision Approval, two copies of the Definitive Plan shall also be filed with the Board of Health.

The Board of Health shall, within 45 days after filing of the plan, report to the Board in writing its approval or disapproval of said plan. A copy of such report shall be sent to the applicant. If the Board of Health disapproves said plan, it shall make specific findings as to which, if any, areas shown on such plan cannot be used for building sites without injury to the public health, and include such specific findings and the reasons therefore in such report, and, where possible, shall make recommendations for the adjustment thereof. Failure of the Board of Health to report shall be deemed approval by such Board. Any approval of the plan by the Board shall then only be given on condition that the designated lots or land shall not be built upon or served with any utilities (including cesspools, septic tanks, and drainage) without prior consent of the Board of Health. The Board shall endorse on the plan such condition, specifying the lots or land to which such condition applies.

The approval by the Board of Health shall not be treated as an application for a permit or approval for the construction of an individual sewerage system on any lot as set forth under Section 81U of Chapter 41, Massachusetts General Laws, as amended.

Any approval of the Easton Board of Health and/or Board is given conditionally; if at any future time unsatisfactory percolation tests are taken on a particular lot, then the applicants must satisfy the requirements of the Board of Health. The responsibility to assure satisfactory percolation remains with the applicant.

The Board of Health may charge a separate fee for this review.

Boring logs and test pit logs (2 copies)

Sufficient percolation tests and test pits shall be taken by the applicant to clearly indicate the general subsurface soil conditions. Percolation tests shall be witnessed by the Town of Easton Board of Health Inspector. Additional tests may be required by the Board if, in its opinion, there are marginal lands which may be detrimental to building and/or construction, public health or safety, or existing tests are not representative of the land area involved. The cost of such additional test or tests shall be borne by the applicant. All percolation tests shall be executed in accordance with the Town of Easton Board of Health Rules and Regulations and Title 5 of the State Environmental Code - "Minimum Requirements for the Subsurface Disposal of Sanitary Sewage".

Environmental Impact Report (8 copies)

In connection with any definitive plan or plan for access ways submitted for review by the Board, the applicant shall also submit a **brief** written Environmental Impact Statement which shall provide the following information. Graphics are encouraged to support text:

Describe the existing use, general topography, any unusual geologic formations and soils, and how the project will affect these features.

Indicate location and significance of any historic element or archeological sites on or adjacent to the project.

Indicate whether the subdivision is within any Natural Heritage & Endangered Species Habitat (NHESP) mapped habitat. If so, describe what measures are taken to protect that habitat, and what approvals, if any, have been received from NHESP.

Provide a summary table showing the percentage of the tract to be occupied by building(s), lot coverage proposed for every lot, parking and other paved vehicular areas, and usable open space.

Discuss the heights of the structures in relation to the surrounding area, any architectural and landscaping techniques that will be used to blend the structures with the surrounding area, and the project's visual impact and possible interference with natural views.

Discuss the building to be constructed, height and type of construction, classification Mass. Bldg. Code and fire access.

Estimate the gallons per day of water required to serve the project for domestic consumption and fire protection. Evaluate how and to what extent the project will affect the quality and quantity of any existing or potential public or private water supply, including watersheds, reservoirs and groundwater.

Estimate, using *Trip Generation, 8th Edition: An ITE Informational Report*, or another standard source or methodology, the number of vehicle trips generated by the proposed subdivision. For non-residential subdivisions, also discuss future vehicular circulation patterns including number and types of vehicles, and describe the proposed bicycle and pedestrian circulation pattern.

Calculate the linear feet of street drains, culverts, sanitary sewers and waterlines to be publicly maintained.

For a commercial or industrial subdivision, describe any noise likely to be generated by the project

Any map submitted as part of the statement may be at a scale of up to 1" = 600'. The Environmental Impact Statement may refer to the Stormwater Report or other documents submitted as part of the application package. The Board requires that the statement be prepared by a Registered Professional Engineer.

Proof of Ownership

The Applicant shall demonstrate the Board his/their authority to apply for a Subdivision. This proof may take the form of signatures from every owner listed on the deed(s) for every parcel within the subdivision on the subdivision application (Form C). If any owner is a corporation, evidence in the form of a list of their officers and designated authority to sign legal documents shall be required.

The Board may require additional information to clarify the Applicant's legal standing to apply for Subdivision Approval.

Solar Orientation Report (8 copies)

Describe opportunities for passive heating and lighting on the site. This report should make reference to a plan to be provided with the report indicating solar orientation on the site and depicting the location of south-facing windows.

Soil Report (3 copies)

Show soil conditions in a general way; using the most recent U.S. Dept. of Agriculture Soil Conservation Study to describe:

- (a) Relationship of soils to seasonal high-water table.
- (b) Soil limitation for roads.
- (c) Soil limitation for house sites.
- (d) Soil limitation for on-site septic systems.

Stormwater Report (2 copies)

See §8.3 of these Rules and Regulations for detailed Stormwater Report guidelines.

Waivers (8 copies)

A complete list of all waivers being sought with explanations for each. See rules and regulations for requesting waivers in Section 9.1 of these Regulations.

5.2.2 Addition Information Required for Some Subdivisions

Hydrogeological Study (2 copies)

A hydrogeological study may be required at any other proposed subdivision when such site contains or is adjacent to environmentally "sensitive" areas, including surface bodies of water, wetlands as determined under M.G.L. c.131, §1, et seq., and the Aquifer Protection District. Such determination shall be made by the Board within thirty (30) calendar days of the opening of the public hearing. All expenses incurred by the Town in conjunction with such study shall be borne by the applicant.

If the Board determines that a hydrogeological study will be required, the Town acting by its Planning & Zoning Board, may engage a consultant - a professional hydrogeologist, geologist, or registered civil

engineer with a water resources background - to conduct a hydrogeological study of the particular site. All expenses incurred by the Town in conjunction with the study shall be borne by the Applicant.

The scope of work and extent of such a study shall differ depending on the characteristics of each site. The Board, in conjunction with the consultant, shall perform an initial cursory evaluation of each site in question and shall determine the extent of the necessary hydrogeological investigations. A definitive proposed scope of work and schedule of such work shall be determined and presented to the applicant within thirty (30) calendar days after the requirement for a hydrogeological study has been made.

K-Pipe Analysis (3 copies)

The Board may require the applicant shall submit a "K pipe" analysis or other suitable water distribution analysis to demonstrate that adequate flows and pressures will exist in the proposed water system. At the request of the Board or Water Division the applicant shall conduct both static and residual water pressure tests taken at the nearest hydrants and related to the furthestmost and highest proposed dwelling in the subdivision to assure that adequate water pressures will be available for domestic and fire purposes. All pressure tests are to be witnessed by the Water Division.

Traffic Study (8 copies)

The Board may require a traffic projection study of existing streets serving any proposed subdivision prepared by a Registered Professional Engineer. Any improvement made necessary by the proposed subdivision shall be the responsibility of the developer and shall be shown on the subdivision plans.

5.2.3 Submission Deadlines

Fourteen-Day Deadline for Material Submitted by Applicant, New Filings

For new filings, any material submitted to the Board *by the applicant* in support of Definitive Subdivision Approval must be submitted **fourteen (14) days prior to the first hearing**.

Six-Day Deadline for non-Applicants, Continued Filings

For new filings, any written material submitted by any party *other than the applicant* (including abutters) regarding a Definitive Subdivision Approval may submit documents to the Department up to **six(6) days** prior to the meeting. Any material submitted by the applicant in support of any request, other than those listed in Section 4.2.1 may be submitted up to **six (6) days prior to the hearing**.

For continued filings, the applicant or any other party may submit material up to eight (8) days prior to the meeting.

The Board may continue a hearing to review material submitted after the 6 day deadline has passed.

No documents will be reviewed during or prior to a meeting if they have not been submitted at least 6 days before the meeting.

5.2.4 General Requirements for the Definitive Plan

The Definitive Plan shall be prepared by a registered professional civil engineer **and** a professional land surveyor licensed by the Commonwealth of Massachusetts.

The initial submission may be submitted on paper. Mylar is not required at the time of submittal. At the time of approval, two (2) copies of the full plan set shall be submitted to the Board for signature printed upon stable base material satisfactory to the Registry of Deeds for recording purposes, such as mylar (see, 5.3 Additional Submittal Requirements).

Number & Format of Copies

All plans submitted on sheets of paper larger than 8.5" X 11" must be folded to fit in an envelope sized no larger than 9" X 14."

All plans must be folded. Please do not submit rolled plans.

- All multi-paged documents, except site and architectural plans or other large-format documents, shall be printed on both sides of the paper.
- Documents have a page number each page of the document. Applicants should use the format "Page 1 of X," where X is the total number of pages in a document.
- When multiple plan sheets are used, match lines shall be shown on the index with plan numbers indicated between the match lines. The match lines shall correspond to those which shall be on each sheet. The match lines shall be arranged to extend one inch beyond the intersecting match line so that if two adjoining sheets are connected they will match by stationing and direction. An index sheet shall be included in the plans showing the entire subdivision with a key plan.

Color Coded Plans

In general, plans should be color coded for clarity. Existing conditions and proposed changes should be shown in different colors when shown on the same plan.

Revised Plans

On revised plans, changes from previous versions shall be shown in red.

5.3 Information to be Included on the Definitive Plan

All of the information included in this section shall be included in the Definitive Plan set. The Board may additionally required additional information to be shown on the plan, including any information related to conditions of approval or necessary for the determination of compliance with these Regulations.

5.3.1 General Information

Scale

Plans, except reduced plans, should be drawn to scale, 1 inch equals 40 feet., unless an alternate scale is approved by the Board.

Standard Details

Every sheet of the plan shall have:

- Subdivision name;
- Plan title;
- A magnetic north point;
- Graphic scale bar(s);
- Plan date;
- Any revision dates and a brief description of the revision;
- Engineer and surveyor stamp, signature, name, and address;
- Record owner; and
- Page number (if applicable).

Locus Map

The locus map shall show the limits of the subdivision, the location of the proposed ways, and shall generally follow the orientation of the plan. The scale of the locus map shall be 1" = 2,083' (1:25,000).

Additional Identifying Information

- Names and address of record owner and applicant, the book and page number of the recording of the deed.
- Names of all abutters as determined from the most recent local tax list unless the applicant shall have more recent knowledge of such abutters, including owners of land separated from the subdivision only by a street; and zoning district boundaries, if any.
- House numbers of each house abutting the property sidewalk, lots, rights-of-way, easements, and any public or common areas within the subdivision. (The proposed names of proposed streets shall be shown in pencil until they have been approved by the Board). Purpose of easement shall be indicated.
- Location, names, and present widths of streets bounding, approaching, or within immediate proximity of the subdivision, showing both the roadway widths and right-of-way widths.
- Suitable space to record the action of the Board and the signatures of the members of the Board on each sheet of the Definitive Plan. Where the applicant elects to secure completion of required improvements by covenant (rather than bonds or surety), there shall be a notation above such space as follows:

Approved _____, subject to a covenant conditions

set forth in a covenant executed by _____
dated _____, and to be (recorded-registered) herewith.

5.3.3 Physical Features & Topography

- Location of natural waterways and water bodies within and existing adjacent to the subdivision.
- Major existing site features, such as stone walls, fences, buildings, trees 10" or larger within 50' on each side of the proposed center line of roadways or rights-of-way, rock ridges and outcroppings, identifiable historical sites, and swamps. Special attention should be given to noting physical features which define the boundaries of the subdivision.
- Existing and proposed topography, with 2-foot contour intervals, unless a smaller contour interval is required to properly define the existing or proposed topography. The surface and bottom elevation of all water bodies within the subdivision shall be given and ground surfaces identified as to type, such as woodland, swamp, ledge outcrops, wetland and flood plain as defined under the zoning regulations. The location of all watercourses exiting the subdivision shall be tied into the nearest perimeter monument.
 - In the event that there are no wetlands and/or flood plains on any land within 100 feet of the perimeter of the subdivision a statement to this effect shall be so noted on the plans as applicable.
- All work done outside the limits of the proposed subdivision shall be shown on a separate sheet.
- In any subdivision of land where earth removal will be done the applicant must show all areas of clearing and earth removal necessary for construction, roadways, easements, drainage basins, etc.
- A chart indicating lots within the wetlands or flood plain areas of the subdivision shall be provided on the first sheet or cover sheet of the definitive plan.

5.3.4 Layout of Lots and Roadway

- Sufficient data including lengths, bearings, radii, and central angles to determine the exact location, direction, and length of every street and way line, lot line, boundary line, and easement, and to establish these lines on the ground.
- Location of all existing and proposed permanent monuments and benchmarks, identified as to whether existing or proposed (see monument requirements in §6.3.10).
 - All benchmarks shall refer to the NGVD datum system.
 - Permanent benchmarks shall be on a recordable survey plan in conformance with the procedural and technical standards of the practice of land surveying, and shall show the subdivided property tied into the Massachusetts State Plane Coordinates (1983) system.
 - Distances between proposed monuments shall be shown on the plan.
- Existing and proposed boundary lines, parcel areas in square feet, and dimensions of all proposed lots, with all lots designated numerically and in sequence.

- The exterior lines of existing streets entering the subdivision and existing utility lines and appurtenances or easements shall be shown on the plan to clearly indicate location of proposed connections.
- Traffic sight distances, vertical and horizontal, for all intersections within the subdivision and for the public ways adjoining the subdivision at location of ingress or egress shall be shown.

5.3.5 Utilities & Construction Details

- Standard utility construction details shall be shown on the plan.
- Where any utilities or stormwater management devices are proposed outside of the roadway layout, they shall be clearly marked on the plan as a separate sheet. The purpose of this will be to provide future homeowners a clear understanding of the location and purpose of any utilities for which they may be responsible.
- Profiles on the lines of proposed streets and 100 feet beyond at a horizontal scale of 1" = 40' and a vertical scale of 1" = 4', or such other scales acceptable to the Board. All elevations shall refer to NGVD datum. Profiles shall also indicate the location of any intersecting public or private ways, and the location, material and size of existing and proposed storm drains, water mains, and sewers and their appurtenances, fire alarm, street lighting, and other underground utilities to be placed in the right-of-way.
 - On the same sheet, there shall be drawn typical cross sections of the proposed street, properly located and identified by station number, at such intervals along the streets as will adequately indicate any variations in its section, supplemented, where necessary, by lines on the layout plan showing the width and location of proposed roadways, planting strip, gutters, sidewalks, and similar physical features.
- Any special construction details or other pertinent information which the Board may request as being necessary to evaluate the feasibility of the proposed design of the subdivision.

Detail drawings

Any special construction features, deviating from or not covered by Standard Specifications shall be shown on detail drawings. Such detail drawings may be incorporated as part of a utility plan or profile or may be executed on a separate sheet or sheets and shall provide information as to dimensions, location, elevations, cross sections, materials, etc., of the construction details involved. The requirement for detail drawings shall be applicable, but not limited to, bridges, culverts, structurally stabilized slopes, utility piping encased in concrete, ditches and brooks shaped or constructed to a definite cross section, dams and spillways, steps within the exterior lines of the street and similar construction features indicating surface water flows to the subdivision, within the subdivision, and impact after exiting the subdivision. The plan shall cross-reference the drainage calculations included in the Stormwater Report.

5.3.6 Landscaping

Any proposed landscaping, required or otherwise. Required trees (see §7.8.2 for tree planning requirements) shall be clearly marked and numbered, and should be shown in color.

Where a vegetated buffer is required, the landscaping plan shall include a detailed planting plan. Where the vegetated buffer is proposed to be provided by natural, existing vegetation, an approximate mix and location of existing species shall be shown on the plan sufficient to demonstrate to the Board that the existing vegetation is sufficiently dense.

Where any rain gardens or other bioengineered stormwater management techniques are proposed, detailed landscaping plans shall be included in the Definitive Plan set.

5.3.7 Community or Common Facilities

- Snow storage areas
- Common mail box (if applicable)
- Dumpsters or garbage areas (if applicable)
- Any other proposed common or community facilities or structures

5.4 Additional Required Plans

This information required in this section may be submitted either as separate plans as part of the applicant package or as part of the Definitive Plan set.

Sketch Plan (7 copies)

A sketch plan showing a possible or prospective street layout for any adjacent unsubdivided land owned or controlled by the owner or applicant of the subdivision. This plan may be submitted on 11" X 17" sheets of paper.

Watershed plan (2 copies)

A plan with a suitable scale, satisfactory to the Board, outlining the entire watershed which includes the subject subdivision therein shall be submitted indicating surface water flows to the subdivision, within the subdivision and impact after exiting the subdivision. The plan shall cross-reference the drainage calculations.

5.5 Information to Be Provided at Plan Approval

At the time of plan approval, the Applicant shall provide:

- Two (2) copies of the approved plan printed on mylar, or other stable base material approved by the Board
 - This plan should include, as notes, every condition for approval
- A digital submission of the plan (by email or on CD) conforming to the MassGIS Standard for Digital Submission to Municipalities, Level 1 (see definitions)

SECTION 6. DESIGN & CONSTRUCTION STANDARDS

6.1 Stormwater Management System & Drainage

Stormwater Management must be designed in accordance with *Planning & Zoning Board Rules and Regulations*, Section 8.

6.2 Street Design

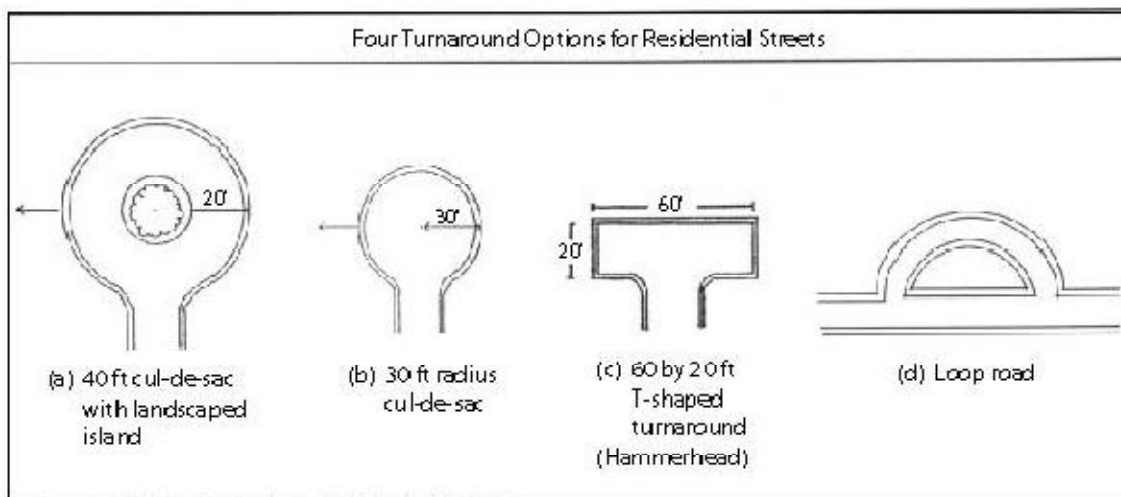
6.2.1 General

- a. All streets in the subdivision shall be designed so that, in the opinion of the Board, they will provide safe vehicular travel. Due consideration shall also be given by the subdivider to the attractiveness of the street layout.
- b. The proposed streets shall conform so far as practicable to the Master or Study Plans as adopted in whole or in part by the Board.
- c. Provision, satisfactory to the Board, shall be made for the proper projection of streets for access to adjoining property which is not yet subdivided, even if that land is held under separate ownership.
- d. A non-buildable parcel of land prohibiting access to streets or adjoining property shall not be permitted, except where, in the opinion of the Board, such strips shall be in the public interest.
- e. As far as practicable, streets should be designed to minimize cutting and filling.
- f. The proposed roadway network shall be designed to ensure free circulation of traffic..
- g. Streets shall be in alignment with existing and/or proposed streets.
- h. Pedestrian ways or bridle paths of not less than 15 feet in width may be required where deemed desirable to provide circulation or access to schools, playgrounds, parks, shops, churches, transportation, open spaces and/or other facilities. Such ways shall be graded suitable for vehicular passage.
- i. All streets shall be so designed so that they will not require filling or construction within the 100-year flood plain as defined in the Zoning By Law.
- j. Proposed street names shall be subject to review and approval by the Planning and Zoning Board.
- k. All required licenses, permits, test, and certifications shall be arranged for and paid for by the developer.
- l. Lanes, roads, or easements provided for the exclusive use of emergency access are not allowed.

6.2.2 Dead-End Streets

- a. A dead end street is a street which does not allow through traffic.
- b. Any proposed street which intersects solely with a dead end street (existing or proposed) shall be deemed an extension of that dead end street (existing or proposed).

- c. Dead-end streets shall be measured from the edge of the layout line of the street where the dead end street initiates to the end of the right-of-way.
- d. A turn-around or cul-de-sac shall be provided in accordance with one of the options shown in Figure 1, below. Subject to the approval of the Board, an un-landscaped cul-de-sac may have a minimum radius of 28' and a maximum radius of 30'. The specific configuration of the turn-around or cul-de-sac shall be subject to review and approval by the Board.
- e. A 25-foot minimum easement shall be required at the end of the turn-around or cul-de-sac to provide for continuation of pedestrian traffic and/or utilities to the adjacent property.
- f. At least a 30-foot right-of-way or easement shall be required by the Board at the end of a turn-around or cul-de-sac to provide for the continuation of the street. The Board may require a wider right-of-way. Separate ownership or existing development of adjacent land shall not be a reason to waive this requirement.



Source: *Better Site Design*, Center for Watershed Protection

Figure 1

6.2.3 Required Number of Access Points

Any network system, branching, or street greater than 1,200 feet in length or serving more than twelve (12) lots shall have two points of access. In the event the second access is not deemed desirable by the Board, the Board in its discretion may permit a median-divided strip. In no event shall a major street with only two points of access service more than thirty-six (36) lots. The Board may require additional points of connectivity to or rights-of-way to connect to existing or potential future development.

In no case will a network system or branching of streets with only two (2) means of access service more than thirty-six (36) lots. A subdivision with greater than thirty-six (36) lots must have three (3) means of accessed the three means of access must be acceptable to the Board in consideration of public safety, adequacy of the traffic patterns, impacts on abutters, and the adequacy of the streets to which they will connect. The Board may require additional points of connectivity to or rights-of-way to connect to existing or potential future development.

6.2.4 Street Construction & Design Standards

Street construction shall conform to design standards set forth in Tables 1, 2 and 3 herein.

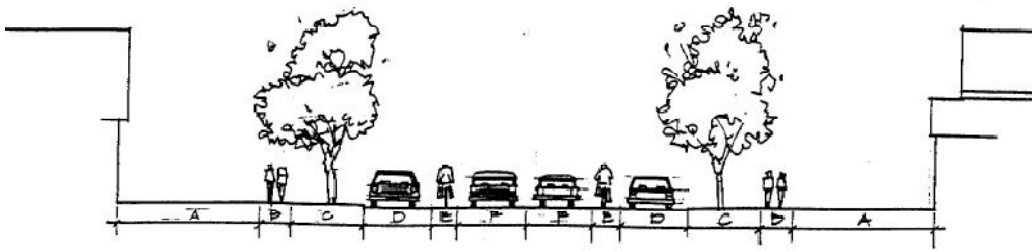
The applicant shall employ at his own expense an engineer or surveyor to set all lines and grades in a manner satisfactory to the Board.

If unsuitable material is encountered during the subsurface exploration by the applicant or the engineer, it shall be the responsibility of the applicant to so notify the Board in writing of the extent of unsuitable material (both vertical and horizontal) involved and when tests will be performed to enable the Board inspector to be present. Sufficient test pits must be taken and all costs borne by the applicant. Failure to notify the Board of the extent of unsuitable material may be grounds to halt construction. If unsuitable material is encountered during the construction phase, the applicant must immediately stop construction until sufficient test pits in construction areas are made in the presence of a Board member or inspector to determine what method shall be taken by the applicant to insure stability. Failure to notify the Board shall be grounds to halt further construction.

Sheeting, if used, shall be removed, or with written permission of the DPW may be cut off 12 inches above the top of the pipe or conduit.

Roadway sub-base and base courses shall be compacted to 95 percent of the maximum dry density of the material as determined by the American Association of State Highway Transportation Officials, Designation T-180D. Compaction shall be verified by tests performed by a certified testing laboratory at the expense of the developer at locations determined by the Board

Table 1. STREET DESIGN STANDARDS



Street Type	Arterial	Collector	Local Street	Residential Compound
Average daily trips	750 or more	250-750	250 or fewer	100 or Fewer
Right-of-way	76'-88'	48'-72'	35'-50'	35'-50'
Auto travel lanes (F)	Two or three 12' lanes	Two 10' lanes	Two 10' lanes	Two 9' lanes
Bicycle lanes (E)	Two 6' lanes	None, one, or two 4'-6' lanes	None	None
Parking (D)	Both sides, 8'	None, one, or both sides, 8'	One side, 8'	None
Curbing	vertical granite	vertical granite	Cape Cod berm, vertical granite, or flush curbing	Cape Cod berm or flush curbing
Sidewalks (B)	Both sides, at least 5' wide	Both sides, 4'-6' wide	One side, 4'-6' wide	One side, 4'-6' wide
Planting strip (C)	At least 6'	At least 6'	At least 6'	At least 3'

TABLE 2 GEOMETRIC DESIGN STANDARDS

CHARACTERISTIC	NON-RESIDENTIAL	RESIDENTIAL
Horizontal alignment Minimum radius at centerline	325 based on 30 mph	125 based on 30 mph
Vertical alignment Clear sight distance at 3.50 feet above pavement	350 feet	275 feet
Grade		
a. Maximum	4%	7%
b. Minimum	1%	1%
Intersection		
a. Minimum intersection angle	60 degrees	60 degrees
b. Minimum centerline offset	125 feet	125 feet
c. Minimum radius at edge of roadway	25 feet	10 feet
d. Sight distance	800 feet	450 feet

NOTE: 1. Where the street grade at the approach to an intersection exceeds 4%, leveling area shall be provided having grade not to exceed 2% for a minimum distance of 100 feet as measured from the intersection of the centerlines of the two streets.

2. Where a cul-de-sac is to be provided, the maximum grade through the cul-de-sac shall not exceed 3%. The base line of the street shall pass through the center of the cul-de-sac.

3. Where an application for Subdivision Approval is concurrent with an application for a Special Permit, the street construction standards of the Zoning By Law shall apply where they conflict the above.

(1) TABLE 3 STREET PAVEMENT SECTION

CHARACTERISTIC	INDUSTRIAL	RESIDENTIAL
Bituminous concrete pavement	1 1/2 inches	1 1/2 inches
Bituminous concrete binder course	2 inches + 2 inches	2 1/2 inches
Dense graded crushed stone base course (or) Recycled Bituminous pavement, dense graded crushed stone	3 inches	3 inches
Gravel base course	9 inches	9 inches

6.3 Sidewalks

6.3.1 Sidewalk Grade

Sidewalks shall have a finished grade of 1/4 inch per foot sloped toward the roadway. When unusual physical land characteristics or topographic conditions require it, the Board may approve the placement of a sidewalk at a greater distance from the roadway or at a higher or lower elevation in relation thereto, provided such variation is indicated on the Definitive Plan or in covenant.

6.3.3 Sidewalk Subgrade

In constructing all sidewalks, the material shall be removed for the full width of the sidewalk to a subgrade of at least 11 inches below the approved finished grade, and all soft spots and other undesirable material below such subgrade shall be replaced with a good binding material and rolled with a 2-ton roller or equivalent. Unless the applicant elects to install cement concrete sidewalks built according to specifications of the Standard Specifications, the excavated area shall be filled with at least 8 inches of select gravel containing some binding material and compressed and rolled to a surface slope of 1/2 inch per foot. Sidewalks shall then be paved to a compacted thickness of 3 inches with bituminous concrete pavement, applied in 1 1/2-inch courses.

6.3.3 Sidewalk Widths and Locations

Public sidewalks (including informal walkways and footpaths) shall:

- a. Be constructed of paving brick, concrete, concrete pavers, or concrete with brick paver borders. Asphalt shall not be used. If concrete is used, it must be at least 5" thick.
- b. Create a linked network of walkways connecting all uses with parks and other greenway land areas.

- c. Link loop streets and ends of cul-de-sacs with the street network, trails, conservation land or other destinations behind the lots

6.4 Street Construction

Construction of all streets and drainage shall conform to the requirements of the Standard Specifications to the extent such Standards are not in conflict with These Regulations.

6.4.1 Grading

- a. The applicant shall employ at his own expense an engineer or land surveyor to set all lines and grades in a manner satisfactory to the Board. The applicant shall obtain all required permits from the Department of Public Works.
- b. The entire area within the right-of-way lines shall be cleared and grubbed of all stumps, brush, roots, boulders, and like material. All material shall be removed to a minimum of 15 1/2 inches depth below the finished grade of the roadway or filled to a subgrade parallel to the finished grade. (Refer to Table 3.)
- c. All unsuitable material below the subgrade shall be removed and shall be replaced by material conforming to the Standard Specifications.
- d. If required by the Board at the design or construction phase, the developer shall have a groundwater study performed by a Registered Geotechnical Engineer, who shall make recommendations as to the requirement, location and spacing of an adequate system of underdrains to remove groundwater from the subgrade of subdivision streets. Such underdrains shall be installed and tested at the time of construction of the streets and all installation shall be subject to approval of the Board.
- e. Before the gravel base course is installed, the sub-base shall be shaped to conform to the proposed cross section of the road and shall be compacted in layers not exceeding 12 inches in depth except the last layer shall not exceed 4 inches in depth.
- f. Where fill is required, it shall be placed in layers not deeper than 12 inches and shall be compacted as specified herein.

6.4.2 Binder Course

- The binder course shall be Class I bituminous concrete base course, Type I-1, in accordance with the Standard Specifications. It shall be laid to a rolled depth as indicated in Table 3.
- In lieu of feathering the pavement around castings, the structures must be set at the same height as the binder course and reset at the time of placement of the wearing course.
- The construction of bituminous concrete pavement shall terminate November 15 and shall not be resumed prior to April 1 except as determined in writing by the Director of Public Works.
- The temperature of the mixture, within a tolerance of plus or minus 15 degrees Fahrenheit (F), when delivered to the site, shall be governed by the temperature of the base upon which the mix is placed in accordance with the Standard Specifications.
- When the air temperature falls below 50 degrees F, extra precautions shall be taken in drying the aggregates, controlling the temperature and compacting the mixture.

- The mixture shall be placed only upon approved surfaces that are clean from foreign materials and are dry.
- No mixture shall be placed unless the breakdown and intermediate rolling can be completed by the time the material has cooled to 170 degrees F and provided that the density of the completed pavement attains at least 95 percent of the laboratory compacted density.

6.4.3 Wearing Course

The wearing course shall be Class I, bituminous concrete pavement, Type I-1, in accordance with the Standard Specifications. It shall be laid to a rolled depth as indicated in Table 3.

6.4.4 Driveways

Driveway aprons shall be constructed to serve each lot, paved in the same manner as, and in the same thickness of, the street, and carefully graded to provide the unimpeded flow of runoff along the gutter.

6.4.5 Planting Strips

1. Planting strips shall be provided on each side of the roadway. Where sidewalks are required, the planting strip shall be between the travel way and the sidewalk.

2. The finished grade of such planting strips shall be 1/4 inch to 1-foot 0-inch sloping toward the roadway. Where unusual physical land characteristics or topographic conditions exist, the Board may approve the construction of a planting strip at a slope greater than 1/2 inch to 1-foot 0-inch, provided the finished slope will not project above or below a plane sloped three horizontal to one vertical upward or downward from the edge of the roadway.

4. The top 6 inches of planting strips shall consist of good quality loam extending to the right-of-way, screened, raked, and rolled with at least a 100-pound roller to grade. The loam shall be seeded with lawn grass seed applied in sufficient quantity to assure adequate coverage, rolled when the loam is moist. Loaming and seeding shall be in accordance with the Standard Specifications.

6.4.6 Side Slopes

1. The area in back of the sidewalk, or where no sidewalk is constructed, in back of the required planting strip, shall be graded to a point where it coincides with the finished grade of abutting lots in such a manner that no portion thereof within the right-of-way lines of the street will project above a plane sloped three horizontal to one vertical from one foot beyond the edge of the sidewalk or grass lot, or be below a plane sloped three horizontal to one vertical downward.

2. The top 6 inches of side slopes shall consist of good quality loam extending to the right-of-way, screen, raked, and rolled with at least a 100-pound roller to grade. The loam shall be seeded with lawn grass seed applied in sufficient quantity to assure adequate coverage, rolled when the loam is moist. Loaming and seeding shall be in accordance with the Standard Specifications.

3. Side slopes within the right-of-way are not allowed to exceed 3:1. Side slopes adjacent to the right-of-way shall be acceptable to the Board.

6.4.7 Street Name Signs

1. Street name signs shall be of design acceptable to the DPW Director, shall contain the names of both intersecting streets and shall be erected at each street intersection at the inside curb edge.
2. Temporary street name signs shall be erected at the time work is started in that portion of a subdivision at all points where permanent signs will be required. Complete visibility of street name signs shall be maintained by the developer until they are replaced by permanent signs.

6.4.8 Monuments and Markers

1. Granite or reinforced concrete boundary monuments 42 inches minimum in length dressed to 5 inches square minimum at the top with a 3/8-inch drill hole, or a marked metal disk at the top in the center and not less than 5 inches square at the bottom, shall be set to finish grade as shown on plans. If granite is used, a ferrous metal rod shall be set adjacent to the monument to facilitate future location.
2. Boundary monuments shall be installed at all street intersections, at all points of change in direction or curvature of street, at easements, and at other points as shown on the Definitive plan, and where, in the opinion of the Board, such boundary monuments are necessary.
3. Where the site conditions make the setting of bounds impractical, alternate types of permanent monumentation shall be used to the satisfaction of the Board.
4. A minimum of two permanent benchmarks shall be established within each subdivision and shown on the plan. Permanent Reference Monuments shall be installed along the perimeter of the lands to be subdivided at intervals not to exceed 500 feet on long straight lines and at all changes of directions of the perimeter except on very short or irregular lines, where monuments shall not be required to be set at intervals less than 100'.

6.4.9 Curbing

1. Slope-face granite edging shall be used for median strips and islands only.
2. Vertical granite curbing shall be VA-4; slope-face granite edging shall be Type VB as specified in the Standard Specifications.

As part of a Low Impact Development strategy, the Board may approve other curbing types.

6.4.10 Bridges

1. Bridges shall be designed in accordance with the Standard Specifications.

2. The applicant shall submit with the preliminary plan a separate plan indicating, in general, the engineering characteristics of said bridge, including but not limited thereto, sketches with a plan view, cross section, and elevation indicating approach grades, abutments, materials, loading, clearances, elevations, and other pertinent data necessary to clearly indicate to the Board the intent of the applicant to construct a bridge.

3. The applicant shall submit with the definitive plan an outline specification and a separate plan or plans prepared by a registered professional engineer, drawn to a suitable scale, including but not limited thereto, a plan view, cross section, elevation, structural plan with details, completely dimensioned with material description, loading, abutment design, elevations, clearances, and other pertinent data necessary to be classified as construction drawings and specifications.

6.5 Open Spaces

Before approval of a plan, the Board may require the plan to show a park or parks suitably located for playground or recreation purposes or for providing light and air. If the Board requires such open space, or if the Applicant wishes to donate a portion of land within the Subdivision to the Town, the Applicant shall submit an Open Space Plan as described in this section.

- The park or parks shall not be unreasonable in area in relation to the land being subdivided and to the prospective uses of such land.
- The Board may, by appropriate endorsement of the plan, require that no building be erected upon such park or parks for a period of not more than three years after the date of completion and acceptance of the entire subdivision by the Board.

All open spaces provided within any subdivision shall have adequate access.

6.5.1 Donated Land

If an applicant wishes to create an undeveloped area of open space, whether or not for purpose of conveyance by sale or donation to any Town authority, the applicant shall provide the Board with sufficient information to render a proper evaluation as to the significance of the open space, benefit to the general public and appropriate vehicle for disposition. The Board shall conduct a careful review and render a determination as to the highest and best use of the open space. This determination shall also be based upon other input from other appropriate Town bodies and agencies including the Board of Selectmen, Conservation Commission and Recreation Commission. The determination shall be one condition of any subsequent definitive subdivision plan.

Sufficient information shall include an open space land use plan, as well as a proposed maintenance program. The open space land use plan shall be prepared by a licensed professional land surveyor and engineer. It shall be drawn to scale not less than one inch equals forty feet (1"=40") and on a plan sheet size of 24" by 36" suitable for recording at the Northern Bristol County Registry of Deeds. Twelve (12) copies of the plan shall be submitted with a legal deed accurately describing the metes and bounds of the open space. The open space land use plan shall be accompanied by a written report (3 copies), to include, but not be limited, to the following:

1. Reasons why the property is valuable open space
2. An inventory of key environmental factors
3. Proposed ownership structure
4. Identifying whether public access is intended
5. Identifying any existing or proposed improvements
6. Proposed maintenance/stewardship program to include any financial resources for implementation
7. Description of any anticipated maintenance needs

6.5.2 Open Space Land Use Plan Requirements

General Requirements

The open space land use plan shall include, but shall not be necessarily limited to:

- Narrative description summarizing the intent of the plan
- Magnetic North point
- Date
- Scale
- Title
- Name of record owner(s)
- Name of all abutters
- Signature & stamp of professional engineer or surveyor
- Total acreage of the open space tract
- Percentage of upland forest within the open space tract
- Percentage of vegetated wetland within the open space tract
- Percentage of field and pasture within the open space tract
- Frontage of open space tract
- Public access points (if applicable)
- Locus plan in proper orientation
- Zoning classification of the property
- Location of any zoning boundary lines that lie within the locus of the plan
- Cross reference to page and parcel number of the assessor's map
- Location of any existing or proposed improvements
- Permanent boundary markers shown at every change point
- Note referring to new deed for conveyance of the open space
- Identification of signature natural, scenic and cultural resources of the property
- Proposed uses of the property

Design Requirements

1. The open space shall be planned as large, contiguous parcels whenever possible. Strips or narrow parcels of open space shall be permitted only when necessary for providing access to the open space from a public or private way, or if the Planning & Zoning Board finds that a vegetated buffer strip along the site's perimeter is appropriate.

2. The open space land use plan and written report shall include, to the extent feasible, the most sensitive and noteworthy natural, scenic, and cultural resources on the property. These resources include, but are not limited to the following:
 - o Wetlands
 - o Flood plains
 - o Vistas
 - o Flora
 - o Fauna
 - o Wildlife species
 - o Ancient trees
 - o Rock outcrops
 - o Rivers
 - o Streams
 - o Pods
 - o Significant soils
 - o Vernal pools

3. The open space plan and written report shall indentify proposed uses for the site. Said uses are intended predominantly to retain said parcel in its natural, scenic and open condition, in agricultural farming or forest use in order to protect the natural resources of the town. Recreational uses on the upland portions of the property are encouraged where appropriate. Potential uses include, but are not limited to:
 - o Fishing
 - o Boating
 - o Hiking
 - o Horseback riding
 - o Cross country skiing
 - o Cultivation and harvesting of crops, flowers, hay; the planting of trees and shrubs

6.6 Protection of Natural Features

1. Due regard shall be shown for the preservation and enhancement of all natural features such as large trees, watercourses, scenic points, historic spots, and similar community assets, which, if preserved, will add attractiveness and value to the subdivision and the Town.
2. Streams, ponds, and natural watercourses within the subdivision shall be protected from damage caused by subdivision construction work. Siltation measures and construction details to prevent damage to the environment and natural resource management shall be indicated on the subdivision plan.
3. Historical spots and similar community assets known or suspected to be within the subdivision identified through the efforts of the Board shall be located or described in the vicinity of said item and when located, adequate measures taken by the applicant to protect the finding until determination of the find and proper disposition is made.

6.7 Bounds, Monuments, & Markers

Two (2) special concrete bounds at least five hundred (500) feet apart with disks are to be shown on the plans parallel with the centerline of a straight portion of the proposed main roadway in the grass strip on the opposite side of the utility trench and include coordinates, NGVD elevation, and bearing and distance between these special bounds. Calculations are to be submitted by a MA licensed land surveyor showing the mathematical tie-in to the Massachusetts State Plane Coordinates (1983) system. The bounds are to be installed a minimum of four (4) inches below finished grade and capped with an adjustable box and removable cover prior to construction of the roadway. A typical adjustable box and cover is shown on Plate No. 3.

6.8 Standard Details

Standards not addressed within this Section shall conform to the standards and requirements of the Massachusetts Highway Department.

6.9 Solar Orientation

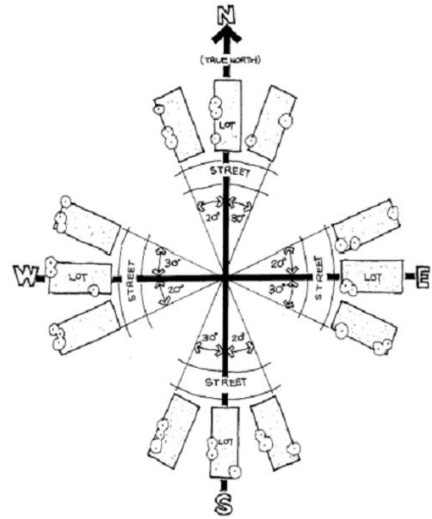
Subdivisions shall fit and take advantage of topography and solar orientation to the end that good building sites are provided and utilities can be provided most economically

Streets shall be designed so that at least eighty (80%) percent of the building in the subdivision can be oriented with their long axes between 20° west and 30° east of true north or within 30° south and 20° north of true east

To maximize solar access the design of subdivisions should be based on the following principles:

Street Layout

- Align streets east-west and north-south wherever possible
- Aim for north-south streets within 20° west and 30° east of true north
- Aim for east-west streets within 30° south and 20° north of true east



Land uses and densities

- Concentrate the highest densities on sites with the greatest potential for good solar access.
- Locate larger lots where solar access is poor.



Source: AMCORD, 1995

Lot layout and orientation

- Where streets are within the acceptable orientation range, use rectangular lots
- Locate as many long lot boundaries as possible within the permissible orientation range
- Where the street is not within the orientation range, consider skewed lots, that is, lots with side boundaries that are not perpendicular to the street.
- Undertake a Solar Access for Lots (SAL) study to determine the relevant solar access zones
- Locate the narrowest lots on the north side of east-west streets
- Lots on the south side of the east-west streets need to be wider
- East-west lots need to be wider unless two storey construction is to be restricted
- East-west lots can be narrower if there is road or open space to the north (e.g. a corner lot)

SECTION 7. IMPROVEMENTS

7.1 General

All improvements include, but are not limited to, the following:

All streets, underground utilities, shoulders, curbing, sidewalks, planting strips, side slopes, street name signs, monuments and markers, drainage systems, water systems, sewerage systems, and easements shall be obtained and installed by the subdivider.

7.2 Utilities

7.2.1 General

1. All municipal underground utilities shall be tested and approved by the Board and any applicable Town agency having jurisdiction prior to installation of base course(s) and pavement.
2. All municipal underground utility connections shall be installed to the right-of-way line, and their locations identified by two suitable ties on the as-built plans so as to be easily located in the future.
3. The installation of utilities shall conform to the standards contained herein or referenced by this document.

7.2.2 Easements

1. Easements for utilities across lots or centered on rear or side lot lines shall be provided where necessary and shall be at least 20 feet for electricity, telephone, drainage, sewerage, and water.
2. The extent of easements shall be marked by sufficient monuments to clearly locate said easements within the subdivision.
2. Where a subdivision is traversed by a watercourse, drainage way, channel, or stream, the Board shall require that there be provided stormwater easements or drainage rights-of-way of adequate width to conform substantially to the lines of such watercourse, drainage way, channel, or stream, and to provide for the possibility of flood, protection of banks, future maintenance or construction or other necessary purpose, and further provided that the boundaries of any such easements or rights-of-way shall not be closer than 5 feet horizontally from the annual high water line. Existing and proposed grades to all easements shall be shown on the plan.
3. Slope easements shall be provided where necessary to ensure lateral support, protection of streets and other construction features.
4. Adequate cross sections of drainage easements required.

7.2.3 Water Lines

Any variation from the requirements of this section will be subject to the approval of the Water Division and/or the Fire Department.

1. All water lines and appurtenances shall be furnished and installed in accordance with the Town of Easton Water Department Rules & Regulations.
2. There shall be a minimum of two hydrants in any subdivision. One hydrant shall be located at each street intersection and at the end of each cul-de-sac or turn-around. Hydrants shall not be placed more than 500 feet apart in business and residential subdivisions, and not more than 350 feet apart in industrial subdivisions.
3. All water mains shall be looped between existing Town of Easton water mains, provided that two connections to the same water main shall be spaced a minimum of four hundred (400) feet apart.
4. There shall be no dead-end water mains in any subdivision. No water main shall double back on the same street.
5. Public water mains shall be not less than 8 inches in residential and business subdivisions and 12 inches in industrial subdivisions.
7. Unsuitable material below normal pipe inverts shall be removed and replaced with suitable material. Unsuitable material shall not be used for trench backfill. Pipe and conduits shall be surrounded by 6 inches of compacted screened gravel if set in earth, and 12 inches if set in rock.

7.2.4 Sewerage

All on-site sewerage systems shall be in accordance with the Town of Easton Board of Health Rules and Regulations and Title V of the State Environmental Code, "Minimum Requirements for the Subsurface Disposal of Sanitary Sewage."

7.2.4 Electric & Lighting Requirements

1. Street lighting shall be in accordance with the Board of Selectmen's Street Lighting Policy and the recommendation of the Department of Public Works. The developer shall consult with the local electric utility prior to the submission of the Definitive Plan regarding electric service and street lighting.
2. Electric service shall be of Underground Residential/Commercial Development (URD/UCD) construction. Primary and secondary cables installed in the public way shall be a minimum of Schedule 80 PVC conduit installed per local electric utility standard practices. The conduit, padmount transformers, switching stations, house lot hand holes and street light post bases shall form a continuous raceway system within the development.
3. Sizing and location of primary cable, transformers and services shall take into consideration the present and future load of the development and the possible continuation of the development, so as to avoid future service interruption for extension or upgrade.
4. The developer shall provide street lighting and make the necessary arrangements required by the local electric utility. 5. Street light posts shall not be wooden.

6. Suitable temporary lighting shall be provided during construction, as required by the Board.

7.2.4 Telecommunication Requirements

The developer shall consult with the local communication services providers prior to the submission of the Definitive Plan regarding telephone service and shall meet all requirements of the local communication services providers.

7.3 Landscaping

7.3.1 Trees

Existing trees shall be preserved and protected if at all feasible and new trees planted if necessary, so that at the time a subdivision is completed, not less than **10** trees per acre of 1 1/2 inches or greater trunk diameter shall be located on each lot, at least 3 of which shall be located within 20 feet of the street line. New trees shall consist of the following species (American name given):

- | | |
|--|---|
| <input type="checkbox"/> Aristocrat Pear | <input type="checkbox"/> Tulip Poplar |
| <input type="checkbox"/> Pin Oak | <input type="checkbox"/> Shagbark Hickory |
| <input type="checkbox"/> White Oak | <input type="checkbox"/> Pignut Hickory |
| <input type="checkbox"/> Red Oak | <input type="checkbox"/> European Linden |
| <input type="checkbox"/> Red Maple | <input type="checkbox"/> Sycamore |
| <input type="checkbox"/> London Plane | |

All trees shall be nursery-grown stock grown specifically for street planting. The developer is urged to contact the tree warden prior to purchasing the stock. They shall be planted in at least 1/2 cubic yards of loam, guyed and wrapped as necessary, to ensure their survival.

7.3.2 Landscaped Buffer in a Residential Compound

All Subdivisions approved with a Special Permit for Residential Compounds shall include a densely vegetated buffer of at least 25' around the perimeter of the entire property. The buffer should minimize visibility of new construction from any abutting property or way.

7.4 Cleaning Up

The entire area must be cleaned up so as to leave a neat and orderly appearance free from debris and other objectionable materials. All catch basins and manholes shall be properly cleaned out and roads swept

SECTION 8. STORMWATER MANAGEMENT

8.1 Stormwater Management Requirements

8.1.1 Applicability

Except as expressly provided herein, stormwater runoff from ALL industrial, commercial, institutional, office, residential and transportation projects including site preparation, construction and redevelopment, and all point source stormwater discharges from said projects shall be managed according to the Stormwater Management Standards, as defined by the Massachusetts Department of Environmental Protection in the Stormwater Management Handbook, including, **but not limited to**:

- All housing development projects comprising three or more detached single-family dwellings;
- Housing development and redevelopment projects comprised of one or two detached single-family dwellings that have a stormwater discharge that may potentially affect a critical area;
- Construction or expansion of any parking lot where the total number of spaces is 10 or more; and,
- Any application required to comply with the Stormwater Management Standards by the Town of Easton' Wetland Protection Bylaw.

The Stormwater Management Standards **shall not** apply to:

- Housing development and redevelopment projects comprised of detached single-family dwellings on **one or two lots**, provided that there are no stormwater discharges that may potentially affect a critical area;
- Multi-family housing development and redevelopment projects with **four or fewer units**, including condominiums, cooperatives, apartment buildings and townhouses, provided that there are no stormwater discharges that may potentially affect a critical area;
- Emergency repairs to roads or their drainage systems;
- Applications for Site Plan Approval where no new impervious surface is to be added provided that there are no stormwater discharges that may potentially affect a critical area;
- Applications for Site Plan Approval that result in fewer than 10 parking spaces; nor
- Applications for a Special Permit for a Common Driveway or Estate Lot.

For phased projects, the determination of whether the Stormwater Management Standards apply is made on the entire project as a whole including all phases. When proposing a development project subject to the Stormwater Management Standards, proponents shall consider environmentally sensitive site design that incorporates low impact development techniques in addition to stormwater best management practices.

8.2 Low Impact Development

To the extent that it is feasible and in compliance with the Massachusetts Stormwater Management Policy, stormwater management shall incorporate Low Impact Development strategies. Low Impact Development (LID) is a stormwater management strategy concerned with maintaining or restoring the natural hydrologic functions of a site to achieve natural resource protection objectives and fulfill environmental regulatory requirements.

LID employs a variety of natural and built features that:

- Reduce the rate of runoff,
- Filter out its pollutants, and
- Facilitate the infiltration of water into the ground.

Rather than collecting runoff in piped or channelized networks and controlling the flow downstream in a large stormwater management facility, LID takes a decentralized approach that disperses flows and manages runoff closer to where it originates, and incorporates a set of overall site design strategies as well as highly localized, small-scale, decentralized source control techniques such as, for example, rain gardens, roof run-off collection or infiltration system, and permeable paving.

- The use of Low Impact Development techniques throughout the site is encouraged.
- Detention and filtration systems shall be located onsite and shall have curvilinear sides, so as to appear a natural part of the landscape.
- Manmade embankments shall have maximum side slopes of three (3) feet horizontal and one (1) foot vertical, or retaining walls shall be employed.
- Landscaped erosion control techniques will be preferred to the use of visible riprap.
- Roads, driveways and parking areas shall be graded, surfaced with asphalt, concrete, or other suitable non-erosive material, and drained in a manner to prevent nuisance of standing water, erosion, or excessive water flow across abutting streets, ways, or parking areas or to abutting properties and wetland resource areas.
- Natural drainage courses shall be utilized insofar as possible.
- Curbing shall be required only as necessary to limit off pavement vehicle access or for pedestrian safety, unless other suitable materials are used.
- All stormwater LID features, detention, and filtration systems shall be designed to conform to the stormwater Management Policy of the Massachusetts Department of Environmental Protection.
- Impervious surface should be minimized.

8.3 Instructions for Stormwater Management Submittals

Every project subject to the requirements of this Section shall submit a Stormwater Management Report. This report should document the stormwater management system proposed and provide the Town and its consultants with the information necessary to adequately evaluate the design.

8.3.1 Report Format

The report shall be ordered such that there is a section labeled and referenced to correlate directly to each section of the Massachusetts Department of Environmental Protection Checklist for Stormwater Report. All sections and information listed below shall be included in the report, in the order listed. Each section should be clearly labeled and separated from the previous section.

Other information that should be included in the report in the as appropriate and within the relevant section includes, but is by no means limited to: established groundwater elevation,

The report shall be printed double-sided.

8.3.2 Report Sections

I. Title

This section will identify the project name, location (i.e. street address and map and lot #), applicant, and engineer

II. Introduction

This should be a summary narrative that includes:

- A description of existing topography and landscape at the site
- Existing stormwater drainage patterns
- Existing soil conditions and times of concentrations
- Proposed topographic, landscape and soil changes
- Proposed treatment methods and resulting stormwater drainage patterns
- A summary, in table format, of pre- and post-development curve numbers, run-off rates and times of concentration

III. Stormwater Checklist and Certification

The completed Checklist for Stormwater Report is to be included in this section

IV. LID Measures

- Narrative that provides a summary of how the design is environmentally sensitive and what LID measures are being proposed.
- Detailed description and relevant design information for each method proposed. Operations and Maintenance plans for each design element must also be included.

V. Stormwater Management Standards 1 – 11.

For each standard, the report should address in sufficient detail each item that is checked on the Checklist for Stormwater Report. At a minimum, the detail should include a summary of the supporting calculations. The full drainage analysis calculations should be provided in an addendum to the report.

VI. Operations and Maintenance Plan

- Plan must address operations and maintenance of all the proposed stormwater management structures and elements, including erosion control methods, during and post-construction
- The Operations and Maintenance Plan should have a section for each BMP structure or element proposed and shall include the following detailed information:
 - Schedule of maintenance for each BMP
 - Description of maintenance required for each BMP to ensure proper function
 - Party responsible for conducting maintenance

Note: Reports should not include any information that is not relevant to the particular project being proposed. For example, portions of the regulations should not be quoted within the report unless they provide meaningful relevance; items in the checklist which have not been checked as applying to the proposed project should not be included..

8.4 Compliance

As a standard condition of subdivision approval, upon completion of the project, the applicant shall submit the following:

- A letter from a registered professional engineer certifying the structures and elements as constructed will meet the standards as intended by the approved plan and detailing any deviations from the approved proposed plan and their potential effect. A statement the work is in "substantial compliance" with no detailing of the deviations shall not be accepted.
- An "As-Built" plan signed and stamped by a registered professional engineer or land surveyor showing in detail the exact location of all structures or elements, elevations and the topography of the finished grades. The issuing authority will issue a letter certifying completion upon receipt and approval of the final reports and/or upon otherwise determining that all work of the permit has been satisfactorily completed in conformance with this bylaw.

8.5 Annual Report

The ability of Stormwater Management structures and elements to achieve the intended results is fully dependent on the system functioning properly on a continuing basis. To ensure the structures and elements are operated and maintained according to plan, as a standard condition of subdivision approval, the **applicant shall submit an annual report to the Board** for review no later than January 31 of each year. This report shall correlate to the originally approved Operations and Maintenance plan and shall include:

- Reference to each structure or element comprising the overall stormwater management system
- Information on when and by whom maintenance has been conducted over the past year
- Observation of proper function
- Recommendation for modifications or repairs, if necessary

8.5.1 Failure to Submit Annual Report May Result in a Fine

Failure to provide the report by the date due may result in a fine of up to \$100 per day over the day on which the report was due.

Submission of this report shall be the responsible of the developer until ownership of the stormwater maintenance system is turned over either to a homeowners' association or the Town; thereafter, if it is owned by a homeowners' association the annual report will be the responsibility of the homeowners' association.

SECTION 9. ADMINISTRATION

9.1. Requests For Waivers Of Compliance With These Regulations

Strict compliance with the requirements of these rules and regulations may be waived when, in the judgment of the Board, such action is in the public interest and consistent with the intent of the *Subdivision Control Law*. In making this determination, the Board shall consider whether:

1. The public health, safety, and the environment will be protected;
2. Strict application of the requirement to be waived would undermine the public interest;
3. Specific substitute requirements can be adopted that will result in the substantial protection of the Subdivision Control process established in M.G.L. c.41 §81R, and the rights of persons affected by the waiver; and
4. The action made possible by the waiver will not violate the provisions of any state or federal law or local bylaw.

The Board is not authorized to waive the requirements of the Easton Zoning By Law.

For each section of these where a waiver is sought, a separate request for a waiver shall be submitted, which shall indicate specifically which section of these Regulations is requested to be waived. Waivers may be granted by the Board in whole or in part. Waiver requests shall be submitted to the Department of Planning & Community Development at least 14 business days prior to the hearing date. All requests for waivers shall cite specific reasons why a waiver is necessary and appropriate, and shall include documentation to support such claims. Waivers will not generally be issued for procedural requirements.

Applicants are encouraged to meet with appropriate Town staff to discuss proposed waivers prior to formal submittal.

When a waiver request is approved, the Planning & Zoning Board shall clearly state in writing the reasons for granting the waiver. The approval document shall be included in the conditions of the project approval and in the project file.

If the waiver request is denied, the Planning & Zoning Board shall clearly state in writing the reasons for denying the waiver. The denial document shall be included in the conditions of the project decision and in the project file. The Planning & Zoning Board may approve the project application if it can be approved without a waiver.

9.2 Public Hearing Process

Before approval, modification and approval, or disapproval of a Definitive Plan is given, a public hearing shall be held by the Board. Notice of the time and place of the hearing, and of the subject matter, sufficient for identification, shall be given by the Board at the expense of the applicant by advertisement in a newspaper of general circulation in the Town of Easton once in each of two successive weeks, the first publication being not less than fourteen (14) days before the day of such hearing. A copy of said

notice shall be posted in the Town Hall, mailed to the applicant and to all owners of land abutting upon the subdivision or separated from such land only by a street as appearing in the most recent tax list.

9.2.1 Approval, Modification and Approval, or Disapproval

After the required hearing, but within the period specified in the Subdivision Control Law of submission of the Definitive Plan, the Board shall take action thereon. It may approve, modify and approve, or disapprove said plan, as provided by statute.

The action of the Board in respect to such plan shall be certified and filed with the Town Clerk and sent by registered or certified mail to the applicant. Favorable action shall require a majority vote of the Board members. If the Board modifies or disapproves such plan, it shall state with its vote the reasons for its action. Final approval, if granted, shall be endorsed on the reproducible drawings of the Definitive Plan by the signatures of the majority of the Board (or by the signature of the person officially authorized by the Board) but not until the statutory 20-day appeal period has elapsed following the filing of the certificate of the action of the Board with the Town Clerk and said Clerk has notified the Board that no appeal has been filed, or if appeal has been taken, not until the entry of a final decree of the court sustaining the approval of such plan. After the Definitive Plan has been approved and endorsed, the applicant shall furnish the Board with four prints thereof and two sets of sepias on stable base material. Final approval of the Definitive Plan does not constitute the laying out or acceptance by the Town of streets within a subdivision.

9.2.2 Standard Conditions of Subdivision Approval

All approved subdivisions shall be subject to the following conditions, unless such conditions are specifically waived in the decision:

1. The construction of all ways and installation of all of municipal services shall be completed in accordance with all applicable rules and regulations of the Board, unless explicitly waived in the decision, within a period of three (3) years from the date of endorsement of the plan. Failure to do so may cause the plan to be subject to rescission.
2. One or more extensions of this deadline of up to three additional years may be granted by the Board, provided that adequate surety is provided to reflect any increases in the cost of construction.
3. The fee in ways approved as public ways shall be conveyed to the Town upon acceptance of the way by Town Meeting action.
4. Final drafts of any approved plans should be submitted for signature on mylar, or other stable base material approved by the Board.
5. The applicant shall submit an annual report to the Board for review no later than January 31 of each year. This report shall correlate to the approved Operations and Maintenance plan and shall include information outlined in Section 8 of the *Easton Subdivision Rules and Regulations*.
6. Except where explicitly waived, all the requirements of the *Easton Subdivision Rules and Regulations* shall apply to this subdivision, even if not shown on the plan.
7. The DPCD must be notified at least 48 hours in advance of any construction activities requiring inspection, as outlined in the *Easton Subdivision Rules and Regulations*.

8. If the project will entail the clearing of more than 1 acre of land, the Applicant shall provide evidence of having received a NPDES permit

Where any portion of the stormwater maintenance system is proposed to be constructed outside of the roadway layout, the following conditions shall additionally apply:

1. A copy of this decision and the plan, including the plan depicting the location of all utilities owned by the Homeowners' Association, shall be furnished to the new homeowner(s) upon transfer of any deeds.

9.3 Recording of Plan

The Definitive Plan must be recorded within six (6) months of approval; any sheet showing the division of lots, containing notes of conditions of approval, or referenced in any condition of approval, must be recorded.

Within 10 days after the Definitive Plan, as approved and endorsed, has been recorded by the subdivider at the Northern Bristol County Registry of Deeds and, in the case of registered land with the recorder of the Land Court, the applicant shall immediately thereafter notify the Board in writing of such recording. Acknowledgment of said filing is a prerequisite to lot releases.

Upon receipt of notification of recording, the Board shall file one print of the Definitive Plan with the Building Inspector. Unless the Building Inspector has received such print, he shall issue no permit for a building on any lot within the subdivision. Further, in accordance with the statute, where approval with covenant is noted thereon, he shall issue no permit for the construction of a building on any lot within the subdivision except upon receipt from the Board of a copy of the Certificate of Performance, Form F (see Forms), releasing the lot in question.

9.4 Inspection and Control

9.4.1 General

All work performed as pursuant to these Rules and Regulations shall be subject to review of the Board, which shall approve and accept, or disapprove and reject, each phase or portion of such work. The Board may employ a registered professional engineer or other qualified agent to act to inspect the work to ensure that it is performed in accordance with good engineering practice and with all applicable specifications, to ensure compliance with these Rules and Regulations, and to report to the Board any recommendations as to approval or disapproval of the work. Such agent will make certain inspections as prescribed in this subsection in order to check the adequacy of the work at various stages prior to such work being covered by subsequent work. However, the Board, its Agent or Consultant Engineer shall also have the right to inspect work at any time.

Unless otherwise notified, the Board's Agent will be the Land Use Agent. If a Consultant Engineer is required, after approval of the Definitive Plan, the Board will notify the Applicant of the name and address the Consultant Engineer designated as its representative to perform inspections, as required herein and otherwise, as the Board's agent to ensure compliance with these Rules and Regulations.

The Applicant shall provide safe and convenient access to all parts of the subdivision for the purposes of inspection to representatives of the Board or other Town agencies or Boards or the Board Agent or Consultant Engineer. No work will be accepted that has been covered before such inspection.

9.4.2 Required Progress Reports

The Applicant shall keep the Board and its Agent or Consultant Engineer fully informed as to the status and progress of the work, and provide, at a minimum, quarterly progress reports.

9.4.3 Required Inspections

It will be the Applicant's responsibility to request an inspection with at least 48 hours notice (not including holidays or weekends) at the following progress steps:

- a. After the installation of underground utilities and services but before the backfilling of trenches or other covering of structure.
- b. After the drainage system (pipe, manholes, catch basins and other drainage structures) is installed, but before it is covered. The inspector shall enter each catch basin to sight drainage pipe runs to adjacent basins. Any defective runs shall be corrected before approval is given. The purpose of this inspection is to ensure that the lines have been installed correctly.
- c. During completion of the subgrade, sub-base, base course, binder, and surface course of the roadway, as approved, prior to each construction step. Failure to request on-site inspection of any phase will result in a requirement to test sample cores of the roadway. During completion of the subgrade, base course, finish surface, and loam strip of the sidewalk, as approved, prior to each required construction step.
- d. Following the completion of all the improvements required by Section 7 of these Rules and Regulations and after cleaning up. Failure to request on-site inspection of any phase will result in a requirement to test sample cores of the sidewalk.
- e. Prior to any request for a partial release of surety.

If the applicant does not advise the Board of the construction sequencing and proper inspection is not completed, additional testing and inspection will be required to prove compliance.

Note: Prior to requesting an inspection of required monuments, monuments must be blazed with brightly colored paint.

9.4.4 Modification, Amendment or Revision of Definitive Plan Approval

The Board on its own motion or on the petition of any interested person shall have the power to modify, amend, or rescind its approval of a Definitive Plan of a subdivision, or to require a change in a

Plan as a condition of its retaining the status of an approved plan after due notice and opportunity to the Applicant to be heard in accordance with M.G.L. c.41, §81W.

9.4.5 Acceptance of Roads

When a road or way in a subdivision has been completed in a manner fulfilling the requirements of the Board, the Applicant may request, in writing, the Board to inspect the road or way in order to give a recommendation to Town Meeting, on whether the road or way should be accepted.

The Board shall require the following information before making a recommendation to the Town Meeting:

a. Two copies of a plan of the road or way "as built," at a scale of 40 feet (or other appropriate scale) to the inch at size 24" x 36". Said plan to show a center line profile (4 feet per inch on the vertical scale and 40 feet per inch on a horizontal scale) taken at 50 foot intervals along the road or way as it has been completed. All utilities, public and private, above and below grade shall be shown on the plan as they exist. Said As-Built Plans shall also be submitted digitally in AutoCAD®, Adobe Portable Document Format® or other such format acceptable to the Board.

b. One digital copy and two typewritten copies of the proposed article for the Town Meeting generally describing the locations and length of the road or way to be considered for acceptance by the Town.

c. One digital copy and two typewritten copies of the description by metes and bounds of each road and easement considered for acceptance by the Town. After acceptance by the Town Meeting of a road or way in an approved subdivision, the "as built" plan referred to above, the vote of the Town Meeting, and a deed setting forth a description of the road or way to be conveyed shall be recorded with the Northern Bristol County Registry of Deeds and the Town Clerk. All costs associated with the conveyance of the fee including the preparation and recording of all plans, easements and deeds shall be borne by the Applicant.

d. A release of liens under oath from all contractors and subcontractors approved for work on the road or way, attesting to the fact that all payments due them for labor and materials have been received, and that payment for all materials have been rendered.

e. A typed plan for maintenance of the subdivision drainage system, right-of-ways, easements and roads for a 20-year period. The maintenance plan should include responsible parties and specific provisions for the maintenance of road pavement, soil settling problems, street sweeping, snowplowing, maintaining vegetative stabilization of all rights-of-way and easements, erosion controls, fall leaf cleanup, catch basins, detention basins, and drainage system cleaning and maintenance, and other provisions as determined to be necessary by the Board. If the street is accepted by the Town, the town will not accept ownership of, or be responsible for maintenance of, any drainage beyond the road right of way, which shall be and remain in perpetuity the responsibility of the Homeowners Association and/or the lot owners.

f. Draft Easement Deed(s) conveying to the Town a public way easement in the road and all associated drainage and other easements, generally in the form attached hereto as Section XIV. The grantor(s) must own the fee in the roadway and ensure such ownership by including language in each deed of

conveyance to a lot in the subdivision specifically reserving the fee in roadway. In addition, the grantor(s) must own the fee to or have easement rights reserved in the areas to be subject to drainage and other easements which fee or easement rights must also be specifically reserved by the grantor in all instruments of conveyance.

g. A draft title certification, prepared by an attorney licensed in Massachusetts, certifying that the grantors named in the Easement Deed are the holders of the fee to the roadway and have the fee to or easement rights in the property subject to the drainage and other easements, if any, that the easements conveyed to the Town are free of mortgages and liens and other encumbrances that would interfere with the exercise of the easements to be granted to the Town, and that the grantors have the right to grant the easements to the Town. A final title certification must certify the foregoing as of the date the easements are granted to the Town.

9.4.6 Road Cost Estimates

A Road Cost Estimate will be prepared by the Department at the time of Subdivision Approval to provide a basis for all future Road Cost Estimates. The Road Cost Estimate will be calculated to reflect the improvements required approved.

9.4.7 Field and Construction Changes

All field and construction changes shall require written approval of the Board, shall be filed in such form and detail as specified by the Board, and incorporated into the as-built plan as applicable, and shall be maintained on file in the Board's office.

9.5 Amendments

These Rules and Regulations may be amended from time to time in accordance with Section 81-Q of the Subdivision Control law.

9.6 Failure to Begin or Complete Work

The failure of the applicant to begin work in a subdivision or a portion thereof within eight (8) years of the approval of the Definitive Plan shall constitute a reason for the rescission of such approval.

The failure of the development to complete work in a subdivision or a portion thereof within

9.7 Effective Date

These Rules & Regulations shall be effective on and after .

9.8 Repealer

Upon the adoption of these Rules and Regulations, any previous Rules & Regulations Governing the Subdivision of Land in the Town of Easton as adopted by the Easton Planning & Zoning Board,

including those adopted on March 8, 2010, and all amendments and revisions thereto, will be repealed in whole.

9.9 Matters not Covered

For matters not covered by these Rules and Regulations, reference is made to Section 81K - 81GG, inclusive of M.G.L. c.41, as amended,

9.10 Adjudged not Valid

If any section, paragraph, sentence, clause, or provision of this Chapter shall be adjudged not valid, the adjudication shall apply only to the material so adjudged and the remainder of these Regulations shall be deemed valid and effective.

SECTION 10. PERFORMANCE GUARANTEES & SURETIES

10.1 Acceptability of Performance Guarantee

The performance guarantee outlined in paragraph 9 below shall be in a form and substance acceptable to the Board.

10.2 Performance Guarantee

Before endorsement of its approval of a definitive plan, the Board requires that the construction of ways and the installation of municipal services be secured by one, or in part by one and in part by another, of the methods described in the following clauses (1), (2), (3), and (4) which method or combination of methods may be selected and from time to time varied by the applicant:

- (1) By a proper bond, sufficient in the opinion of the Board to secure performance of the construction of ways and the installation of municipal services required for lots in the subdivision shown on the plan, and the Board may require that the applicant specify the time within which such construction shall be completed. Bonds shall be issued by a company properly registered and licensed to issue bonds in Massachusetts.
- (2) By a deposit of money or negotiable securities, sufficient in the opinion of the Board to secure performance of the construction of ways and the installation of municipal services required for lots in the subdivision shown on the plan, and the Board may require that the applicant specify the time within which such construction shall be completed.
- (3) By a covenant, executed and duly recorded by the owner of record, running with the land, whereby such ways and services shall be provided to serve any lot 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 such premises or part thereof may sell any such lot, subject to that portion of the covenant which provides that no lot shall be built upon until such ways and services have been provided to serve such lot; and provided, further, that nothing herein shall be deemed to prohibit a conveyance by a single deed, subject to such covenant, of either the entire parcel of land shown on the subdivision plan or of all lots not previously released by the Board. A deed of any part of the subdivision in violation hereof shall be voidable by the grantee prior to the release of the covenant but not later than three years from the date of such deed.
- (4) By a tri-partite agreement, as described in the Subdivision Control Law.

If the surety is to be a combination of a covenant and some other form of surety, the amount of surety required to ensure the completion of the subdivision improvements shall be calculated as the amount of money required to install improvements from the intersection with the existing way to the end of the last lot not covered by a covenant; lots covered by the covenant must be contiguous and divisible from that portion of the subdivision not under a covenant. If a turnaround is required to service any lot, the amount of surety must be enough to complete the roadway up to and including the turnaround.

10.3 Reduction of Bond or Surety

The penal sum of any such bond held under

- (a) clause (1) or
- (b) any deposit held under clause (2) or
- (c) any amount of funds retained pursuant to an agreement under clause (4)

shall bear a direct and reasonable relationship to the expected cost including the effects of inflation, necessary to complete the subject work.

Such amount or amounts may from time to time be reduced so that the amount bonded, deposited or retained continues to reflect the actual expected cost of work remaining to be completed; however, individual lots shall not be released from a covenant until all municipal services and required improvements are complete up to that lot.

10.4 Partial Release of Surety

Requests for a partial release of surety must be made on Form G.

10.5 Final Release of Performance Guarantee & Evidence of Satisfactory Performance

Requests for final release of surety shall be made in accordance with M.G.L. c.41 §81U.

SECTION 11. FEES

11.1 Consultant Costs/Review Fee

1. In any matter under the Board's review where the Board determines that the assistance of outside consultants (engineers, lawyers or other appropriate professionals) is warranted due to the size, scale, or complexity of a proposed project or because of a project's potential impacts, the Board shall require that applicants pay a "review fee" and a "construction inspection fee" consisting of the reasonable costs incurred by the Board for the employment of outside consultants engaged by the Board in their view of an application and to ensure compliance with Board decisions.
2. A deposit towards said "review fee" shall be made at the time the application is submitted (see Fee Schedule). Amendments to an approved subdivision plan must also be accompanied by the appropriate fees (see Fee Schedule). Any application not accompanied by the appropriate fee, payable to the Town of Easton, in cash, money order, bank or certified check, shall be deemed incomplete. An Applicant's failure to pay any additional review or inspection fee within three business days of receiving notice that further fees are required shall be grounds for either disapproval or rescission of a decision of the Board.
3. Funds received by the Board pursuant to this section shall be deposited with the municipal treasurer, who shall, pursuant to M.G.L. c.44, §53G, establish a special account for this purpose. Expenditures from this special account may be made at the direction of the Board without further appropriation by Town Meeting. Expenditures from this special account shall be made only in connection with the review of a specific project or projects for which a review fee has been or will be collected from the Applicant. Failure of an Applicant to pay all appropriate review fees shall be grounds for denial of the application.
4. Review fees may only be spent for services rendered in connection with the specific project for which they were collected. Accrued interest may also be spent for this purpose. At the completion of the Board's review of a project, any excess amount in the account, including interest, attributable to a specific project, shall be repaid to the applicant or the applicant's successor in interest. A final report of said account shall be made available to the Applicant or the Applicant's successor in interest, provided that any person or entity claiming to be an Applicant's successor in interest shall provide the Board with documentation establishing such succession in interest.
5. Pursuant to M.G.L. c.44, §53G, any Applicant may take an administrative appeal from the selection of the outside consultant to the Board of Selectmen. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications. The minimum qualifications either shall consist of an educational degree in or related to the field at issue or three or more years of practical experience in the field at issue or a related field. The required time limit for action upon an application by the Board shall be extended by the duration of the administrative appeal. In the event that no decision is made by the Board of Selectmen within one month following the filing of the appeal, the selection made by the Board shall stand.

11.2 Application Fees

Subject to an annual approval at Town Meeting, Application Fees for Definitive Subdivisions shall be deposited into an account created for the purposes described in the Town Meeting vote under the provisions of MGL c. 44 § 53E½..

Forms	Description	Fee
		(Subject to Change)
Form A	Approval Not Required Plan	\$300.
Form B	Preliminary Subdivision Plan	\$1,000.00. This cost may be applied towards the cost of a Definitive Subdivision based on a valid, approved Preliminary Subdivision Plan.
Form C	Definitive Subdivision Plan	\$3,000, plus: Application fee of \$500 per lot when combined with a special permit application (other than Common Driveway); OR \$1000 per lot \$350.00 for advertising and mailing PLUS \$1200 for the first 1200 feet, plus\$5.00 per linear-foot of roadway thereafter towards the cost of any outside consultants, as per §11.1 of the Subdivision Rules and Regulations, up to actual costs incurred
Form D.	Modification of a Subdivision	Minor \$300.00 Major \$1500.00 plus \$350.00 for advertising and mailing notices up to actual costs incurred. For a Major Modification, the applicant should also submit a \$1000 deposit towards review by outside consultants, as per §11.1 of the Subdivision Rules and Regulations
Form E	Performance Covenant for a Subdivision	None
Form F	Certificate of Performance (for lot release)	None
Form G	Bond/Lot Release Form	\$200
Estate Lot	Special Permit: Estate Lot	\$1500; plus \$350.00 for advertising & mailing
Common Driveway	Application for a Special Permit to Construct a Common Driveway	\$350.00 for advertising & mailing, plus\$300.00 per driveway.
Aquifer Protection District	Special Permit: Aquifer Protection	\$1000.00 plus \$350.00 for advertising and mailing notices, up to the actual costs incurred
OSRD	Special Permit: Open Space Residential Development	\$3000.00 plus \$350.00 for advertising and mailing notices, up to the actual costs incurred

Residential Compound	Special Permit:	Residential Compound	\$3000.00 plus \$350.00 for advertising and mailing notices, up to the actual costs incurred
ARD	Special Permit:	Adult Retirement Development	\$3000.00 plus \$350.00 for advertising and mailing notices, up to the actual costs incurred
Special Permit	Modification of a Special Permit		Minor: \$300.00 Major: \$1500.00, plus \$350.00 for advertising and mailing notices up to the actual costs incurred. (Note: When modifying a Special Permit and the Definitive Subdivision Plan, both fees apply except that only one advertising fee shall be charged)
Site Review	Plan	Site Plan Review	For New Construction: UP TO 10,000 S.F. BLDG: \$1,500 10,000-24,999 S.F. BLDG: \$2,500 25,000-99,999 S.F. BLDG:\$4,000 100,000+ S.F. BLDG: \$6,500 For Change of Use, Additions of up to 50% of Existing Square Footage, or Parking Lot Expansions of up to 50% of Existing Area: UP TO 10,000 S.F. BLDG: \$500 10,000-24,999 S.F. BLDG: \$750 25,000-99,999 S.F. BLDG:\$1,000 100,000+ S.F. BLDG: \$1,500
Preliminary Review Form	Informal application	Review of any	First time, free. Second time+, \$200

SECTION 12. FORMS

"A" through "G" appended hereto are part of these Rules and Regulations. These forms shall be completed as appropriate and submitted with appropriate plans, fees, and deposits to the board. Appendix A is intended as typical or illustrative standards to be utilized to the extent consistent with the requirements of these Rules and Regulations and with the requirements of the Board relative to each specific plan or subdivision.

APPENDIX A. ROAD COST ESTIMATE TEMPLATE

The following unit costs shall be used to calculate the surety for a subdivision. If any item is required to be completed as part of a subdivision and is not listed here, the Board shall estimate the cost to the Town of constructing that item and include it in the Road Cost Estimate. The Road Cost Estimate shall also include an escalation amount of 10% each year for three years.

DESCRIPTION OF WORK	UNIT COST	UNIT
Clean & grub	\$0.09	Square foot
Sub-grade excavation	\$6	Cubic yard
Gravel base course	\$25	Cubic yard
Crushed stone	\$30	Cubic yard
Temporary Street sign	\$40	Each
Final grading	\$5	Linear foot
Soil compaction test, @ 225'	\$225	Each
Water main 8"	\$20	Linear foot
TS&V 8X8	\$1,300	Each
Lateral, main to curb box	\$200	Each
Hydrant and 6" gate valve assembly	\$1,900	Each
Gate valves, 8":	\$600	Each
Pressure test, flush, & chlorinate	\$1	Linear foot
Drain 12"	\$19	Linear foot
Drain 18"	\$25	Linear foot
Drain 24"	\$37	Each
Drain manhole	\$1,000	Each
Catch basin	\$1,000	Each
Reset castings	\$200	Each
Head wall, end wall or flared end	\$1,000	Each
Safety grate for 24" headwall	\$175	Each
Loam and seed easement	\$15	Linear foot
Rip-rap channel loam and seed	\$2	Linear foot
Binder course	\$80	Ton
Wearing course	\$85	Ton
Cape Cod berm	\$10	Linear foot
Granite curbing (straight)	\$30	Linear foot

Granite curbing (curved)	\$33	Linear foot
Sidewalk, gravel & binder	\$30	Square yard
Sidewalk wearing course	\$130	Ton
Test core, Binder course	\$3	Each
Test core, wearing course	\$90	Each
Grass strip, 1'-6" wide	\$3	Linear foot
Grass strip, 4' wide	\$5	Linear foot
Monuments (Street & easement)	\$115	Each
Special Monuments	\$2,500	Each
Fire alarm box w/wiring	\$4,500	Each
Permanent street sign	\$90	Each
Job cleanup	\$7	Linear foot
Clean catch basin	\$40	Each
Sweep road	\$6	Linear foot
Light standard, underground system	\$1,300	Each
Trees, (3 per lot)	\$300	Each
Landscape island	\$500	Each
As-built/acceptance plan & deed	\$4	Linear foot

