



TOWN OF ROCHESTER

Planning Board

37 Marion Road, Rochester, MA 02770

Phone: 508-763-5421 (Ext 207) Fax: 508-763-5379

www.townofrochestermass.com

DATE: _____

FORM C

APPLICATION FOR APPROVAL OF A DEFINITIVE SUBDIVISION PLAN

The undersigned hereby submits a Definite Plan entitled _____ and dated _____ consisting of _____ lot(s) proposed to be divided from a _____ acre tract of land located _____.

The subject property is _____ included in Assessors Map/Lot _____ and recorded at Plymouth County Registry of Deeds, Book/Page _____.

The above reference Definitive Plan (evolved/ did not evolve) from a Preliminary Plan filed with this Board. The undersigned applies for approval of said plan in accordance with the Rules and Regulations of the Rochester Planning Board.

Where the plan does not comply, an attached list of requested waivers which specifically notes each provision of the rules and regulations requested to be waived along with a discussion of the reasons for the waiver and a description of the substitute measures where applicable.

The undersigned has submitted the following fees:

Application Fee: _____

Outside Consultant Account: _____

I hereby certify that all the information provided in this application form and required attachments is true and accurate to the best of my knowledge. I agree to notify the Rochester Planning Board in writing of any changes in the information provided in the application, as soon as practicable. I understand failure to provide the required information and fees may result in denial of my project.

Print Name Applicant or Legal Representative: _____

Address: _____

Telephone #: _____ Cell #: _____

Date: _____

Signature of Applicant or Legal Representative

Print Name of Owner: _____

Address: _____

Telephone #: _____ Cell #: _____

Date: _____

Signature of Applicant Owner (if different from applicant)

Print Name of Engineer or Surveyor: _____

Address: _____

Telephone #: _____ Cell #: _____

Date: _____

Signature of Engineer or Surveyor

Description of proposed project:

**Rochester Planning Board
Submittal Check List for “Definitive Subdivision of Land”**

The plan must show Zoning District(s) and any zoning district boundary lines including the “River Valley Overlay District”, the “Ground Water Protection District” and any other overlay districts, if the plan involves land within the “Mattapoisett River Valley Water Supply Zone; provide documentation of presentation of the plan to the “Mattapoisett River Valley Water Supply Protection Advisory Committee: at least 30 days prior to submission to the Planning Board.

All submittals to the Planning Board for consideration must conform to the requirements of the Rules and Regulations Governing the Subdivision of Land, Section 3 including but not limited to the following: Submittals will not be deemed complete, and will not be accepted until all of the documentation specified in Section 3 has been submitted:

- 1. The original and one (1) copy of a completed and signed Form C application.
- 2. If more than one owner or in the event the applicant is not the owner of record, the Form C application shall be signed by each owner authorizing the filing of the plan.
- 3. The original “Mylar” tracing, at a scale of “1 inch = 40 feet”.
- 4. Eight (8) contact prints.
- 5. Three (3) prints measuring 11 by 17 inches.
- 6. Electronic PDF file of Application and PDF file of plan emailed to the Town Planner.
- 7. 2 copies of the Definitive Subdivision Lotting Plan at a scale of 1 inch = 200 feet.

- 8. \$500.00 if without a Preliminary Plan - \$250.000 if with a Preliminary Plan.
- 9. With or without Preliminary Plan: plus \$150.00/lot; plus \$2.00 per linear foot of roadway.
- 10. A deposit of sufficient funding to satisfy Section 6.2 f the Rules & Regulations Governing the Subdivision of Land.
- 11. A deposit of money to cover advertising.
- 12. A copy of the deed(s) vesting title in the current owner.
- 13. A Municipal Lien Certificate for each lot involved in the application.
- 14. The plan must show the name of the applicant and owner of record with the book and page number of the recorded deed.
- 15. The plan must show the name, address and seal of the Registered Professional Engineer, Registered Professional Surveyor and Registered Professional Landscape Architect who prepared the plan.
- 16. The plan must have the names of all abutting property owners within 300 feet of the subject property as Certified by the Assessor's Office. The applicant is to obtain the list, prepare and mail via certified mail the notice to abutters, state, and local planning agencies and surrounding communities; and pay for the cost of the mailing. Proof of the certified mailing must be presented to the Planning Board prior to the opening of the Public Hearing.
- 17. Receipt of the submittal of the Definitive Plan to the Board of Health must be provided.
- 18. A written "Request for Waivers" with a description of each request with an explanation as to why the applicant believes such waiver(s) are warranted.
- 19. 4 copies of the Stormwater Management Report and any other supporting calculations.
- 20. The plan must have the legend and title "Preliminary Plan".
- 21. The plan must have the Subdivision name.
- 22. The plan must have the boundaries.
- 23. The plan must have a north arrow.
- 24. The plan must have the plan date and date of submission of the Preliminary Plan if applicable.
- 25. The plan must have a legend.
- 26. The plan must have a locus map.
- 27. The plan must have a scale.
- 28. The plan must show existing and proposed lines of streets, ways, easements, and public and common areas within and adjacent to the subdivision. The purpose of each easement shall be indicated on the plan.

- 29. Location of all permanent monuments properly identified as to whether existing or proposed.
- 30. The plan must show the location, names and present widths of streets bounding, approaching, or within the immediate proximity of the subdivision, showing both roadway widths and right-of-way widths.
- 31. The plan must have suitable space to record the action of the Planning Board and the signature of the seven (7) members of the Planning Board on each sheet of the Definitive Plan set.
- 32. Where the applicant elects to secure completion of the required improvements by covenant (rather than bond or surety), there shall be a notification above such space as follows:

“Approved _____, subject to a covenant conditions set forth in a covenant executed by _____, dated _____, and to be recorded herein”.
- 33. The plan should have existing and proposed topography with 2-foot contour intervals, unless a smaller contour interval is required by the Planning Board, to properly define the existing or proposed topography.
- 34. The plan must show the surface elevation of all water bodies within the subdivision and ground surfaces identified as to the type.
- 35. The plan must show existing profiles on the exterior lines and proposed profile on the center-line or proposed streets at a horizontal scale of 1" = 4'.
- 36. The plan must show any zone or district boundary established by the Town of Rochester Zoning By-Law that divides the area to be subdivided including River Valley Overlay District, Ground Water Protection District and any other overlay districts.
- 37. 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, sewers, fire alarm, street lighting and other underground utilities to be placed within the right-of-way.
- 38. 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, construction baseline, and easement, and to establish these lines on the ground.
- 39. The plans show typical cross sections of the proposed streets, properly located and identified by station number.
- 40. The plan shall show existing and proposed centerline profiles of all utility and access easements beyond the normal right-of-way lines of the proposed roadways at a horizontal scale of 1" = 4'.
- 41. Standard utility construction details as well as any special construction details or other pertinent information.
- 42. Copies of agreements granting the developer rights essential to the development of land and construction work involved, including the right of access over existing ways.
- 43. Percolation tests and soil evaluation test pits certified by a Commonwealth of Massachusetts Soil Evaluator.
- 44. Certified soil evaluation test pit information and maximum groundwater elevations shall be provided along the proposed subdivision roadway at intervals not to exceed 500-feet and shall be witnessed by the Board of Health.

- 45. 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.
- 46. The plan shall provide for the safety of proposed driveway location in the case of a driveway being located in close proximity to a road intersection.
- 47. Identify all Zoning District and any Zoning District boundary lines including the River Valley Overlay Districts, the Groundwater Protection District and any other overlay districts.
- 48. Identify all significant physical features on the subject property and within 150 feet of the project such as utilities, stone walls, boulders larger than 5 cubic yards, buildings, driveways, swales, knolls, trees of 12-inch caliper or greater within 20-feet of all existing and proposed travel ways.
- 49. Plans involving ten (10) or more lots (or if in the opinion of the Planning Boardd specific site conditions warrant said study) shall demonstrate full compliance with the Rules and Regulation Section 4.2.1.12 pertaining to the Environmental Impact.
- 50. Homeowner's Association Draft Agreement (for streets and municipal services that are intended to be private).

Print Name of Applicant

Date

Acceptor's Signature

Date



Town of Rochester

Planning Board

Town Hall Annex, 37 Marion Road, Rochester, MA 02770

Phone: (508) 763-5421 Fax: (508) 763-5379

Rochester Planning Board

Arnold Johnson, Chairman

John DeMaggio, Vice Chairman

Bendrix Bailey, Clerk

Michael Murphy, Associate Clerk

Lee Carr

Christopher Silveira

Marc Rousseau

Nancy Durfee, Town Planner

Dawn DeMaggio, Board Administrator

Applicant / Property Owner Access Agreement

The Town of Rochester Planning Board requests the Board members, Town Planner, or a duly authorized agent of the Town, shall have the right to enter upon the property to ensure continued compliance with the terms and conditions of the application, and / or to gather information prior to deliberation or voting. Frequently, the Planning Board may conduct a site visit or visits, as necessary, through the permitting process.

The Rochester Planning Board and Town Planner are hereby given permission to conduct site visits on the property referenced in the application hereto attached. All Planning Board visits will be scheduled in advance at a time acceptable to the Applicant.

I(We) understand that refusal to grant permission for site visits to the extent requested by the Planning Board or the Town Planner will cause my application to be denied due to incompleteness of the information required for full deliberation and voting by the Planning Board.

Signature of Property Owner

Address of Property Owner

Date: _____