# MODEL SUBDIVISION REGULATIONS

# TABLE OF CONTENTS

INTRODUCTION & ACKNOWLEDGMENTS i-1

TIPS, ADVICE AND FURTHER EXPLANATIONS ii-1

SECTION 1.0 – Authority and Purpose 1-1

1.1 Authority 1-1

1.2 Purpose 1-1

SECTION 2.0 – Definitions 2-1

SECTION 3.0 – General 3-1

3.1 Limitation of One Dwelling Unit per Lot 3-1

3.2 Compliance with Other Permits Required 3-1

3.3 Plan Believed Not to Require Approval 3-1

SECTION 4.0 – Procedure for Submission and Review of Plans 4-1

4.1 Pre-Submission Review 4-1

4.2 Preliminary Plan 4-1

4.3 Definitive Plan 4-4

SECTION 5.0 – Design Standards 5-1

5.1 Streets 5-1

5.2 Easements 5-4

5.3 Protection of Natural Features 5-5

5.4 Open Spaces 5-5

5.5 Stormwater Management & Erosion and Sediment Control 5-5

5.6 Sewerage 5-7

5.7 Water 5-7

5.8 Access Through Another Municipality 5-7

5.9 Protection of Natural Features 5-8

SECTION 6.0 – Required Improvements for an Approved Subdivision 6-1

6.1 General Requirements 6-1

6.2 Clearing and Grubbing of Right of Way 6-1

6.3 Required Improvements Prior to Road Construction 6-1

6.4 Foundation of Roadway 6-2

6.5 Surfacing of Roadway 6-3

6.6 Berms 6-4

6.7 Drainage 6-5

6.8 Sidewalks 6-6

6.9 Grass Strips 6-6

6.10 Street Signs 6-6

6.11 Street Lighting 6-7

6.12 Monuments and Markers 6-7

6.13 Trees and Planting 6-7

6.14 Fire Protection 6-9

6.15 Guard Rails 6-9

6.16 Utilities 6-9

6.17 Final Clean Up 6-9

SECTION 7.0 – Administration 7-1

7.1 Inspections 7-1

7.2 Waiver of Compliance 7-2

7.3 Fees 7-2

7.4 Validity 7-3

7.5 Interpretation 7-3

7.6 Administrative Forms 7-3

7.7 Appeal 7-3

SECTION 8.0 – Fees 8-1

8.1 Fee Schedule 8-1

8.2 Hiring “Outside Consultants” 8-1

8.3 Rules for Hiring Outside Consultants 8-2

SECTION 9.0 – Appendix 9-1

Appendix A Recommended Procedural Steps by Subdivider for Submission of Subdivision Plans for Approval 9-2

Appendix B Typical Street Cross Section, Pavement Details & Intersection Diagrams 9-3

Appendix C Complete Streets 9-5

Appendix D Healthy Communities 9-9

Appendix E Stormwater Management Requirements 9-13

Appendix F Sample Development Impact Statement 9-21

Appendix G “Outside Consultants” Fees (M.G.L. Chpt 44 Sec. 53G) 9-25

Appendix H Authority of the Board to Allow Exceptions and Waive Requirements Under the Subdivision Control Law 9-27

Appendix I Selected Problems in Subdivision Control 9-29

SECTION 10.0 – Forms 10-1

Form A: Application for Endorsement of Plan Believed

Not to Require Endorsement 10-2

Form B: Subdivision Status Data Form 10-4

Form C: Application for Approval of a Preliminary Plan 10-8

Form D: Application for Approval of a Definitive Subdivision Plan 10-9

Form E: Application for Approval of a Modified Definitive Subdivision Plan 10-10

Form F: Request For Certified List of Abutters 10-11

Form G: Definitive Subdivision Plan Approval Decision/Conditions 10-12

Form H: Definitive Subdivision Construction Cost Estimate 10-23

Form I: Performance Bond Agreement 10-25

Form J: Covenant Agreement 10-28

Form K: Substitution Performance Guarantee 10-29

Form L: Certificate of Performance – Release of Lots 10-30

Form M: Request for Inspection Services 10-31

Form N: Engineer’s Certification of Performance 10-33

Form O: Definitive Subdivision Extension Request 10-34

*This page intentionally left blank*