

## **Preliminary Plans**

### **205 PURPOSE**

The board strongly recommends but does not require the submission of preliminary plans for all proposed subdivisions. The purpose of a preliminary plan is to provide for the detailed review of the layout and features of the proposed subdivision by the board, and other city agencies and boards. Changes required by the board in preliminary plans are to be incorporated in definitive plans, thus saving the effort and expense of the applicant. Tentative approval of preliminary plans may be given by the board.

### **206 PROCEDURE**

Any person filing a preliminary plan shall file with the board at a regularly scheduled or special meeting, as outlined in Section 200, Item 2).

- 1) Two (2) completed “Application for Approval of Preliminary Plan” (Form B, Appendix B). One such form shall be forwarded by applicant to the city clerk.
- 2) Fifteen (15) copies of the preliminary plan showing the requirements of Section 207 may be required by the Board \*, for distribution by them as follows:

Planning Board	2 copies
Board of Health	1 copy
City Engineer	1 copy
Water Department	1 copy
Sewer Department	1 copy
Conservation Commission	1 copy
Taunton Municipal Lighting Plant	1 copy
School Department	1 copy
Park and Recreation Department	1 copy
Fire Department	1 copy
Street Department	1 copy
Department of Public Works **	1 copy
Tree Warden	1 copy
Zoning Code Enforcement Office	1 copy

The above departments, within thirty (30) days of receipt of such submission, may each make a report in writing to the board. Such report shall be considered by the board in making its findings on submission.

\* The developer should consult with the planning board as to the number of copies required by the board before submitting his application.

\*\* If applicable

### **3. Filing Fee**

For a preliminary subdivision plan for residential purposes, the filing fee shall be three hundred dollars (\$300.00), which shall be tendered by certified check payable to the city of Taunton at the

time of submission. In the case of a preliminary plan for a cluster subdivision, the preliminary subdivision filing fee shall be waived.

For a preliminary subdivision plan for an industrial and/or commercial development, the filing fee shall be five hundred dollars (\$500.00) plus fifty dollars (\$50.00) per lot, which shall be tendered by certified check payable to the city of Taunton at the time of submission

**207 A SUBDIVISION PRELIMINARY PLAN SHALL CONTAIN THE FOLLOWING INFORMATION:**

- (A) Name or title of the subdivision proposed; both true and magnetic north point, date, graphic scale, metric scale, locus map and boundaries the area for which subdivision approval is sought, also the boundaries of any additional adjoining land of the same owner or of the same subdivider; the existing zoning applying to the proposed subdivision, and a statement or a diagram demonstrating conformance of the proposed subdivision with the Taunton Planning Board Master Plan;
- (B) The name and address of the Subdivider, also of the engineer, surveyor, or designer, and of all current owners of record of land within the area proposed to be subdivided, and of the owner(s) of all abutting lands within 300 feet, as they appear in the most recent city of Taunton property tax records; also, the bench mark to which elevations will be referred, using the North American Vertical Datum of 1988.
- (C) The location, proposed name, width, profiles/s, and radius of CURVATURE of the center lines of proposed and existing streets, highways, ways and easements within or adjoining the land proposed to be subdivided;
- (D) The location, center-line profile, cross-section and type of storm drainage works existing and proposed for subdivision;
- (E) The location of all existing natural and man-made features within or adjacent to, and significantly affecting the layout of the area proposed to be subdivided, such as water bodies, streams, wetlands, large trees, wooded area, railroads, major highways, airports, industrial areas, commercial or retail business areas, schools, institutions, cemeteries, parks, utility easements, buildings; water bodies, streams and wetland line locations shall be approved by the Taunton Conservation Commission (TCC) or superseding authority and shall be marked as such on the plans
- (F) The location, dimensions, materials and depth of existing public sanitary sewers, water mains, and local electric distribution lines outside but nearest the subdivision;
- (G) Within the subdivision the location, size, materials, invert elevation and slope of sanitary sewers proposed, together with a written statement of preliminary approval by the City Engineer, or a description and plan of capacity and location or other means of sewage disposal, with evidence of soil suitability for such disposal, similarly approved by the Board of Health;
- (H) The lines, bearings, dimensions and areas of lots and radii and lengths of curved property lines. Mass State Plane Coordinate System coordinates shall be provided for all ends of lines or arcs along the perimeter of the subdivision as well as at each roadway bound to be set. The traverse used to tie-in to officially recognized permanent bounds with known state plane coordinates must be

shown and shall include permanent marked points spaced a maximum of 500 feet apart. Proof of closure must also be provided;

(I) In each subdivision, the subdivider shall furnish a topographic map of all parts of such subdivision. Such topographic map shall show contours at intervals of one (1) foot elevation or at such lesser intervals as the planning board may prescribe;

(J) The proposed names of proposed streets shall be on the plans; the subdivider shall consult with the index of names of existing streets on file with the city engineer. No duplicate name or names closely similar to existing street names shall be permitted (i.e., if “mill street: be an existing street, there shall not be permitted “mill place”, “mill terrace”, or “mill (avenue)”);

(K) Preliminary profiles and cross-sections of streets, storm drains and sanitary sewers, existing or proposed, shall be drawn at scales suitably related to the scale of the preliminary plan required;

(L) Each sheet, drawing and print submitted as part of a subdivision preliminary plan shall be plainly marked “preliminary” in letters not less than one-half inch high, which shall be placed in the top right-hand portion of each data sheet ( if practical), or letter sheet; “preliminary” shall also be similarly placed on each drawing sheet, or else in the topical title of each drawing sheet;

(M) The applicant shall, in preparing the preliminary plan, consult the regulations of the water sewer divisions of the department of public works, and abide by their regulations.

### **Planning Board Approval**

**208** A preliminary plan submission containing all the information required shall be as promptly considered by the planning board as may be, following receipt. Each preliminary plan submitted will be reviewed by the planning board in relation to the city plans for the are, the zoning requirements, good land development practice, and sound engineering, as well as conformance with the design standards and construction specifications set forth in articles III and IV of these regulations. The procedure will be as follows:

(A) Any information deficiency in preliminary plan submission must be completed before consideration by the planning board;

(B) After reviewing and examining a preliminary plan and accompanying preliminary information, the planning board or its planner shall direct the subdivider to make changes;

(C) In addition, the planning board shall to be undertaken by the subdivider or by others, any studies which the board deems necessary or desirable to protect and assure the health, safety, and welfare of the city of Taunton and future occupants of such subdivision, whether residential, commercial, or industrial, as set forth in section 200 5);

(D) After planning board review and examination, including any other studies and after any changes by the subdivider, the planning board shall discuss and by vote approve, modify and approve, or disapprove such preliminary map and preliminary information. the board shall approve a plan if the plan meets all of the requirements of the subdivision rules and regulations, and the requirements of all departments and agencies received to the date of final review. Approval shall be interpreted to mean that should new information be brought to the board from within or without its membership, which would have altered its decision on the

preliminary plan, that it may still impose conditions decided upon this new information on the definitive plan. The board shall modify and approve a preliminary plan when such plan does not meet the requirements of the subdivision rules and regulations, on the recommendations of departments and agencies which have corresponded with the board, by the omission of elements which can be corrected by the planning board at the time when such plans under review for a decision. The board may issue a certificate of modification or approval, which shall note that all elements of the plan are approved except the following elements are omitted, or must be changed, and such omissions must be corrected and changes made in the submission of the definitive plan. The board shall further note that this certificate of modification and approval is final action on the preliminary plan, and that further preliminary plan submissions are not required. The board may disapprove a preliminary plan when such plan has omitted elements required by the subdivision rules and regulations, or required changes to conform with the subdivision rules and regulations, or does not conform to the recommendations with the board, and the board finds that such recommendations, omissions, or required changes are of such significance that the planning board should disapprove, and request a revised preliminary plan. In such case, the planning board shall prepare a certificate of disapproval, which shall be sent to the applicant, with a copy to the city clerk. The certificate of disapproval shall state such disapproval and state reasons for disapproval, and the applicant shall be notified that the applicant may submit a revised preliminary plan.

(E) The planning board clerk shall notify the subdivider and city clerk in writing of the vote of the board on the preliminary plan submitted within forty-five (45) days of filing; the planning board clerk shall note any conditions voted, and shall transmit to the subdivider one copy of each conditions, if any were voted, endorsed on such drawing or data sheet.