



CITY OF NEW BEDFORD  
JONATHAN F. MITCHELL, MAYOR

## PLANNING BOARD

SUBMIT TO:  
Planning Department  
133 William Street  
Room 303  
New Bedford, MA 0274

### SITE PLAN REVIEW APPLICATION

The undersigned, being the Applicant, seeks Site Plan Approval for property depicted on a plan entitled: Site Plan - 59 Tarkiln Place by: Farland Corp. dated: 10/5/2021

#### 1. Application Information

Street Address: 59 Tarkiln Place

Assessor's Map(s): 130G Lot(s) 164

Registry of Deeds Book: 12529 Page: 115

Zoning District: Industrial A

Applicant's Name (printed): Dave Rodrigues - JAZ BRUSH USA, INC

Mailing Address: 59 Tarkiln Place New Bedford MA 02745  
(Street) (City) (State) (Zip)

Contact Information: (877) 529-8721 dave@jazusa.com  
Telephone Number Email Address

Applicant's Relationship to Property: ☒ Owner ☐ Contract Vendee ☐ Other \_\_\_\_\_

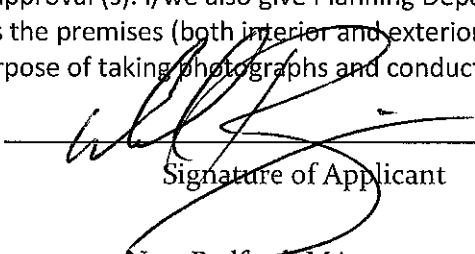
List all submitted materials (include document titles & volume numbers where applicable) below:

- 1.) Site Plan - 59 Tarkiln Place (Assessor's Map 130G Lot 164) New Bedford, MA;  
Dated: 10/05/21; By: Farland Corp.
- 2.) Project Narrative & Stormwater Analysis

By signing below, I/we acknowledge that all information presented herein is true to the best of my/our knowledge. I/we further understand that any false information intentionally provided or omitted is grounds for the revocation of the approval (s). I/we also give Planning Department staff and Planning Board Members the right to access the premises (both interior and exterior) at reasonable times and upon reasonable notice for the purpose of taking photographs and conducting other visual inspections.

10/13/2021

Date

  
Signature of Applicant

City Hall • 133 William Street • Room 303 • New Bedford, MA 02740 • [www.newbedford-ma.gov](http://www.newbedford-ma.gov)  
PH: (508)979-1488 • FX: (508)979-1576

## 2. Review Applicability (Check All That Apply to Your Proposal)

### Category

- ☐ Residential
- ☐ Commercial
- ☒ Industrial
- ☐ Mixed (Check all categories that apply)

### Construction

- ☐ New Construction
- ☒ Expansion of Existing
- ☐ Conversion
- ☐ Rehabilitation

### Scale

- ☐ < 2,000 gross sq feet
- ☒ > 2,000 gross sq feet
- ☐ 3 or more new residential units
- ☐ 1 or more new units in existing res. multi-unit
- ☐ Drive Thru Proposed
- ☐ Ground Sign Proposed
- ☐ Residential Driveway With > 1 curbcut

## 3. Zoning Classifications

Present Use of Premises: Warehouse

Proposed Use of Premises: Warehouse

Zoning Relief Previously Granted (Variances, Special Permits, with Dates Granted):

## 4. Briefly Describe the Proposed Project:

The Applicant is seeking permission to construct a 5,000 S.F. addition on to the existing building and a subsurface roof recharge system. A portion of the existing pavement and parking area will be removed.

## 5. Please complete the following:

	Existing	Allowed/Required	Proposed
Lot Area (sq ft)	3.0 Acres	0	3.0 Acres
Lot Width (ft)	314.68	0	314.68
Number of Dwelling Units	N/A	N/A	N/A
Total Gross Floor Area (sq ft)	14,064	1,339,470+/-	19,064
Residential Gross Floor Area (sq ft)	N/A	N/A	N/A
Non-Residential Gross Floor Area (sq ft)	14,064	N/A	19,040
Building Height (ft)	<100	100	<100
Front Setback (ft)	24.8	25	24.8
Side Setback (ft)	75.5	25	25.5
Side Setback (ft)	118.9	25	118.9

Rear Setback (ft)	271.3	25	271.2
Lot Coverage by Buildings (% of Lot Area)	10.8	50	14.6
Permeable Open Space (% of Lot Area)	65.9	20	67.6
Green Space (% of Lot Area)	65.9	20	67.6
Off-Street Parking Spaces	19	19	19
Long-Term Bicycle Parking Spaces	0	0	0
Short-Term Bicycle Parking Spaces	0	0	0
Loading Bays	4	2	3

**6. Please complete the following:**

	Existing	Proposed
a) Number of customers per day:	<u>1</u>	<u>1</u>
b) Number of employees:	<u>5</u>	<u>6</u>
c) Hours of operation:	<u>8am-4:30pm</u>	<u>8am-4:30pm</u>
d) Days of operation:	<u>M-F</u>	<u>M-F</u>
e) Hours of deliveries:	<u>8am-4:30pm</u>	<u>8am-4:30pm</u>
f) Frequency of deliveries:	<input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Other: _____	

**7. Planning Board Special Permits:**

☐ The applicant is also requesting a Special Permit from the Planning Board.

Specify the requested Special Permit(s) below, and set forth within attached Development Impact Statement how the request meets approval criteria listed in §5320 of the zoning code.

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**8. ZBA Variances and Special Permits:**

**NOTICE: Checking below does not constitute application for a special permit or a variance. The applicant must also file the proper application form and fee with the Zoning Board of Appeals.**

☐ The applicant is also requesting a special permit from the ZBA:

Specify zoning code section & title

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☐ The applicant is also requesting a variance from the ZBA:

Specify zoning code section & title

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**9. OWNERSHIP VERIFICATION**

This section is to be completed & signed by the property owner:

I hereby authorize the following Applicant: JAZ BRUSH USA INC  
at the following address: 59 Tarkiln Place, New Bedford, MA  
to apply for: Site Plan Review  
on premises located at: 59 Tarkiln Place, New Bedford, MA  
in current ownership since: 2018  
whose address is: 59 Tarkiln Place, New Bedford, MA  
for which the record title stands in the name of: JAZ BRUSH USA INC  
whose address is: 59 Tarkiln Place, New Bedford, MA

by a deed duly recorded in the:

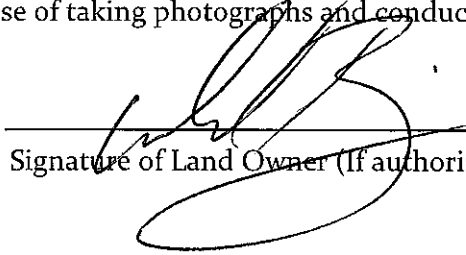
Registry of Deeds of County: Bristol (S.D.) Book: 12529 Page: 115

**OR** Registry District of the Land Court, Certificate No.: \_\_\_\_\_ Book: \_\_\_\_\_ Page: \_\_\_\_\_

I/we acknowledge that all information presented herein is true to the best of my/our knowledge. I/we further understand that any false information intentionally provided or omitted is grounds for the revocation of the approval(s). I/we also give Planning Department staff and Planning Board Members the right to access the premises (both interior and exterior) at reasonable times and upon reasonable notice for the purpose of taking photographs and conducting other visual inspections.

10/13/2021

Date

  
\_\_\_\_\_  
Signature of Land Owner (If authorized Trustee, Officer or Agent, so identify)

## **NOTICE BY PUBLICATION & ABUTTERS NOTIFICATION**

(Follow Massachusetts General Laws, Chapter 40A, Section 5)

- 1) The applicant shall be responsible for paying for the legal advertisements in the New Bedford Standard-Times once in each of two (2) successive weeks, the first publication to be not less than fourteen (14) days prior to the date of said hearing. This cost is included in the Application Fee. The City of New Bedford Planning Division shall be responsible for placing the legal ad in the New Bedford Standard-Times.
- 2) The applicant shall be responsible for certifying the abutters list and mailing, by Certified Mail, with Return Receipt Requested, a copy of the notice to each affected abutter.
- 3) A Legal Advertisement will be drafted by Planning Staff, including the date, time and location of the public hearing, and provided to the Applicant upon submittal of a complete application. This Legal Advertisement may not be altered or amended by the Applicant prior to use in notifying Abutters.



October 6, 2021

Planning Board  
City of New Bedford  
133 William Street  
New Bedford, MA 02740

**RE: 59 Tarkiln Place – Project Narrative**

Dear Board Members,

59 Tarkiln Place is a 3.0 acre parcel on the westerly side of the Tarkiln Place. The parcel is zoned Industrial A, and abuts an industrial parcel to the south, railroad to the west, and residential parcels to the north. The site topography slopes from the street, westerly, and drops off in the area of existing wetlands on the westerly portion of the parcel. There currently exists a 14,064 s.f. building consisting of 1,500 s.f. office space and 12,564 s.f. warehouse space. Paved parking areas exist on the southerly and northerly sides of the building as well as a driveway on the westerly side of the building that access two overhead doors used as loading areas. There are also two loading docks, one the south and one on the north sides of the building. The southern loading dock is primarily used.

The applicant is proposing a 5,000 s.f. warehouse addition on the northerly side of the building. Primary access to this area will be internally through the existing warehouse. No loading doors are proposed on the addition. A paved area and rarely used loading dock will be removed to accommodate the addition. The pavement area being removed is not utilized for existing parking. The roof drains for the addition will be recharged into subsurface infiltration chambers on the westerly side of the building. This will result in a reduction in the site stormwater runoff towards the wetlands.

The business currently averages 1 customer per day and 5 working employees at any one time. The applicant anticipates no increase in customer visits and an increase of 1 employee as a result of the addition. There is no anticipated change to the hours of operation or deliveries. As proposed this work will have no negative impact on the property, surrounding properties, or traffic in the area.

Very truly yours,

FARLAND CORPORATION, INC.

*Christopher Gilbert*

Christopher Gilbert, EIT  
Project Manager



**CITY OF NEW BEDFORD**  
JONATHAN F. MITCHELL, MAYOR

**DEPARTMENT OF INSPECTIONAL SERVICES**  
**133 WILLIAM STREET – ROOM 308**  
**NEW BEDFORD, MA 02740**

# **New Bedford Comprehensive Zoning Code Review**

## **Code of Ordinances – Chapter-9**

**59 Tarkiln Place – PLOT: 130G – LOT: 164 – ZONED DISTRICT: IA**  
**Site Plan Review is Required from the Planning Board**

**Zoning Code Review as follows:**

**Site Plan Review**

**Planning Board**

**❖ SECTIONS**

- **5400 – Site Plan Review**
- **5410 – Purpose**
- **5420 – Applicability**
  - **5421 – Any new industrial or commercial construction or expansion over two thousand (2,000) gross square feet or any new industrial or commercial construction or expansion requiring more than five (5) additional parking spaces.**
  - **5425 – New industrial or commercial construction or additions less than two thousand (2,000) square feet if requiring a new curb cut or driveway or if substantially affecting existing internal circulation.**
- **5430-5490B**

**Location:** 59 TARKILN PL **Parcel ID:** 130G 164 **Zoning:** IA **Fiscal Year:** 2021 **Account Number:**32860

**Current Owner Information:**

JAZ BRUSH U.S.A. INC

59 TARKILN PLACE

NEW BEDFORD , MA 02745

**Current Sales Information:**

**Sale Date:**

08/08/2018

**Sale Price:**

\$735,000.00

**Legal Reference:**

12529-115

**Grantor:**

CHKT LLC,

Card No. 1 of 1

This Parcel contains 3.0000 acres of land mainly classified for assessment purposes as IND WHS with a(n) WareHouse style building, built about 1987, having Conc Blk exterior, Metal and Tin roof cover and 14040 Square Feet, with 2 unit(s),total room(s),total bedroom(s)total bath(s), 0 3/4 baths, and4 total half bath(s).

**Building Value:**

448300

**Land Value:**

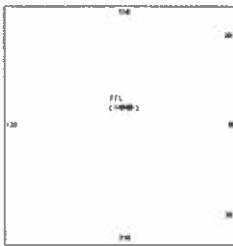
275500

**Yard Items Value:**

9300

**Total Value:**

733100



**Fiscal Year 2021**

Tax Rate Res.: 15.59

Tax Rate Com.: 32.76

Property Code: 401

Total Bldg Value: 448300

Total Yard Value: 9300

Total Land Value: 275500

**Total Value:** 733100

**Tax:** \$24,016.36

**Fiscal Year 2020**

Tax Rate Res.: 16.16

Tax Rate Com.: 33.59

Property Code: 401

Total Bldg Value: 408300

Total Yard Value: 9300

Total Land Value: 275500

**Total Value:** 693100

**Tax:** \$23,281.23

**Fiscal Year 2019**

Tax Rate Res.: 16.47

Tax Rate Com.: 34.84

Property Code: 401

Total Bldg Value: 399400

Total Yard Value: 9300

Total Land Value: 275500

**Total Value:** 684200

**Tax:** \$23,837.53

Disclaimer: Classification is not an indication of uses allowed under city zoning.  
This information is believed to be correct but is subject to change and is not warranted.






Map Prepared By:  
City of New Bedford  
Management Information Systems  
January 2020

Filed Year 2020  
This printed map should be used for planning  
and assessment purposes only

**Map: 130G-1**

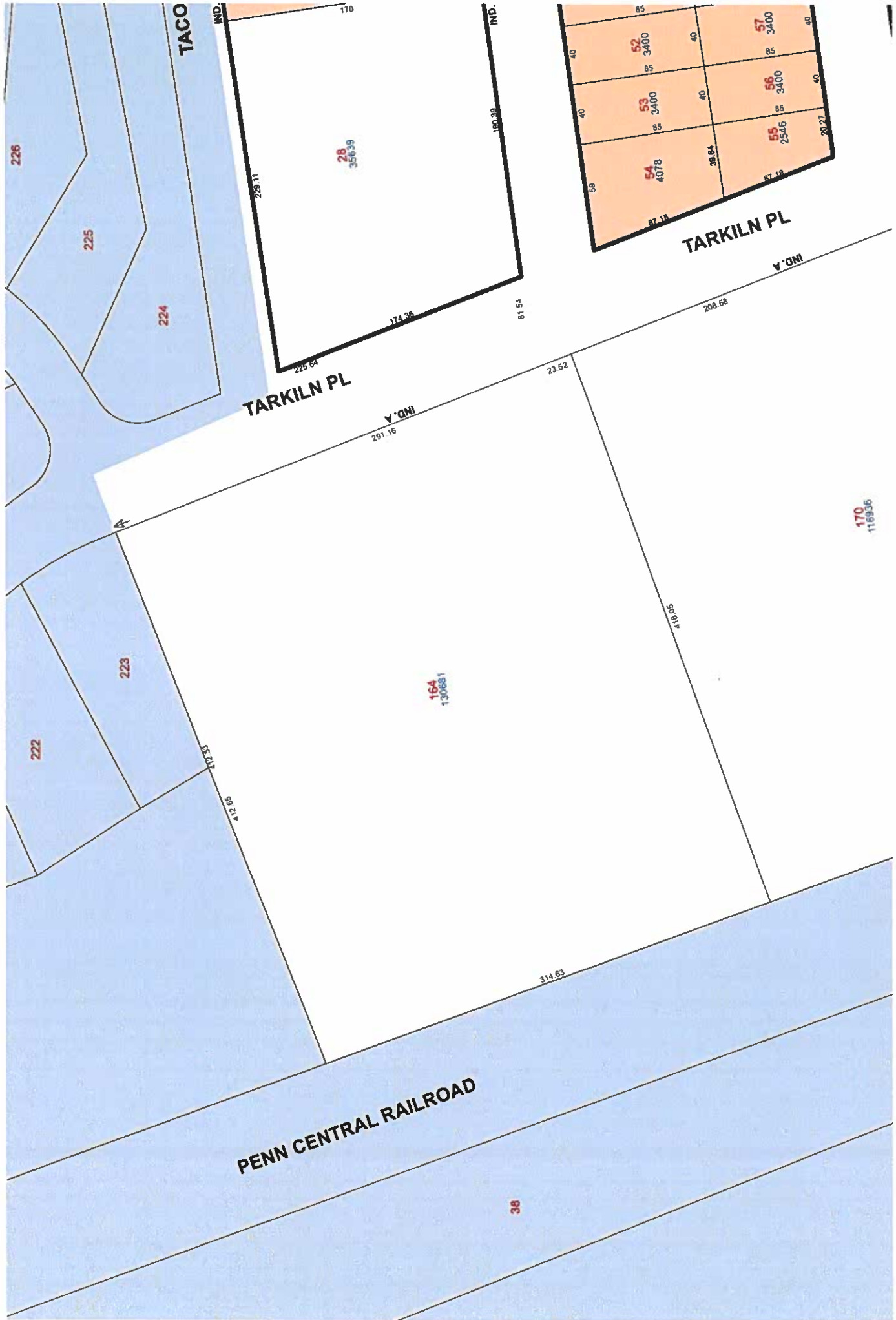
City of New Bedford  
Massachusetts



1 inch = 80 feet  
80 0 80 Feet

**Legend**

- Water Bodies
- Town Boundary
- Engineering Lot Number
- Lot Area
- Easement
- Planned Subdivision
- Combined Parcel
- Master Parcel Linking to Assessing DB
- Associated Parcels





# 59 Tarkiln Place

5,000sf Commercial Addition

## Legend

JAZ USA, Inc

Google Earth

Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
Imagery Landsat / Copernicus

Tarkiln HW PL

Tarkiln HW PL

100 ft





# 59 Tarkiln Place

5,000sf Commercial Addition

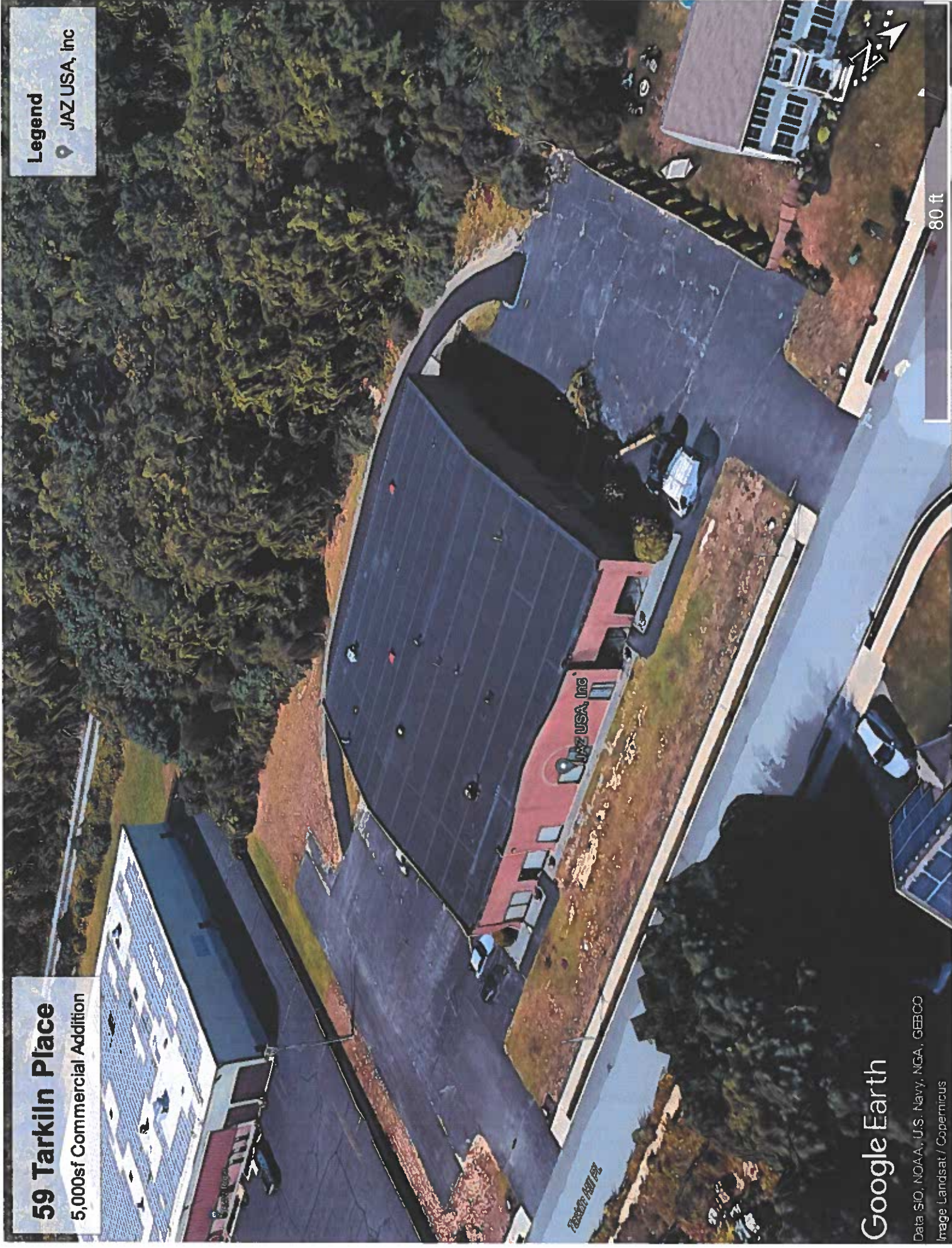
## Legend

JAZ USA, Inc

Google Earth

Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
Image Landsat / Copernicus

80 ft





# 59 Tarkiln Place

5,000sf Commercial Addition

Legend

JAZ USA, Inc

Google Earth

Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
Image Landsat / Copernicus





# 59 Tarkiln Place

5,000sf Commercial Addition

JAZ USA, Inc

## Legend

📍 JAZ USA, Inc

Google Earth

Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
Imagery Landsat/Copernicus

60 ft





Image capture: Oct 2019 © 2021 Google

New Bedford, Massachusetts



Street View - Oct 2019



Image capture: Oct 2019 © 2021 Google

New Bedford, Massachusetts



Street View - Oct 2019



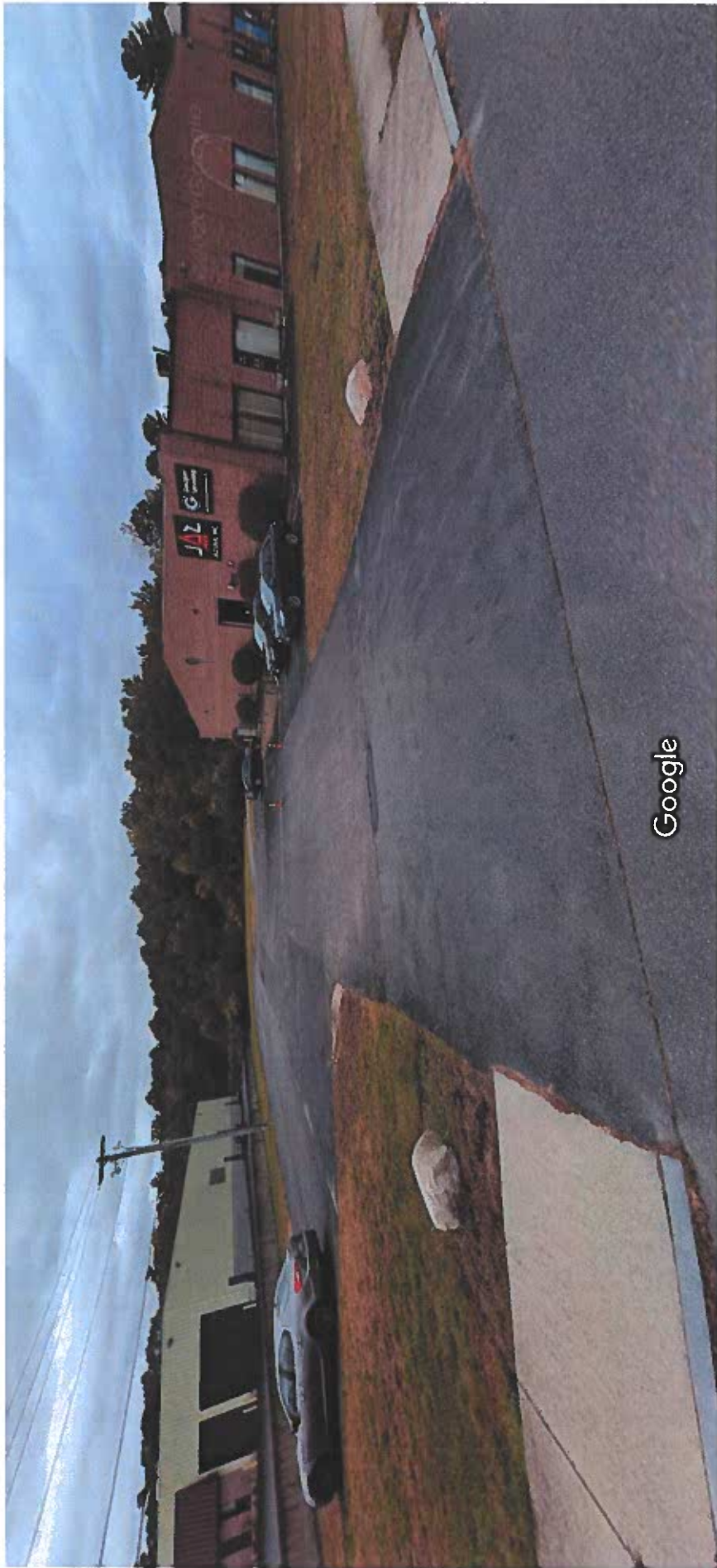


Image capture: Oct 2019 © 2021 Google

New Bedford, Massachusetts



Street View - Oct 2019

100 Tarkiln Hill Pl.



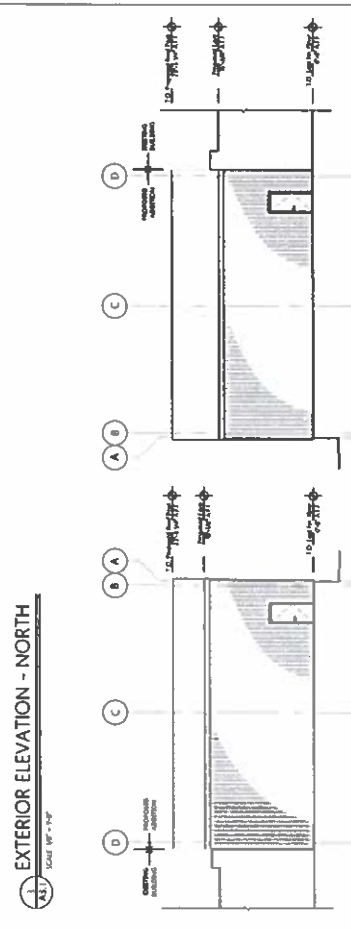
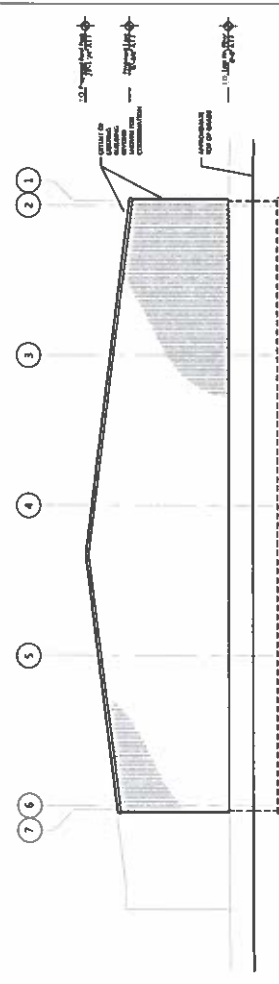
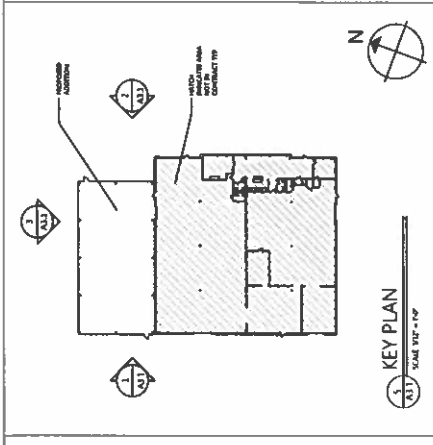
Image capture: Aug 2012 © 2021 Google

New Bedford, Massachusetts



Street View - Aug 2012





Drawing Status  
**PRELIMINARY  
 DESIGN**  
 NOT FOR CONSTRUCTION

**JAZ**  
 SURFACE EXPERTS

Project  
**JAZ USA - Warehouse Addition**  
 55 South Main St.  
 New Bedford, MA 02745

Drawing  
**Warehouse Addition - Proposed  
 Exterior Elevations**

Scale	1/8" = 1'-0"
Date	06/02/2021
Job Number	21024
Drawn By	CDG
Checked By	SPD

**A3.1**



Drawing Status:  
**PRELIMINARY  
 DESIGN**  
 NOT FOR CONSTRUCTION

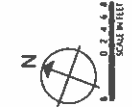
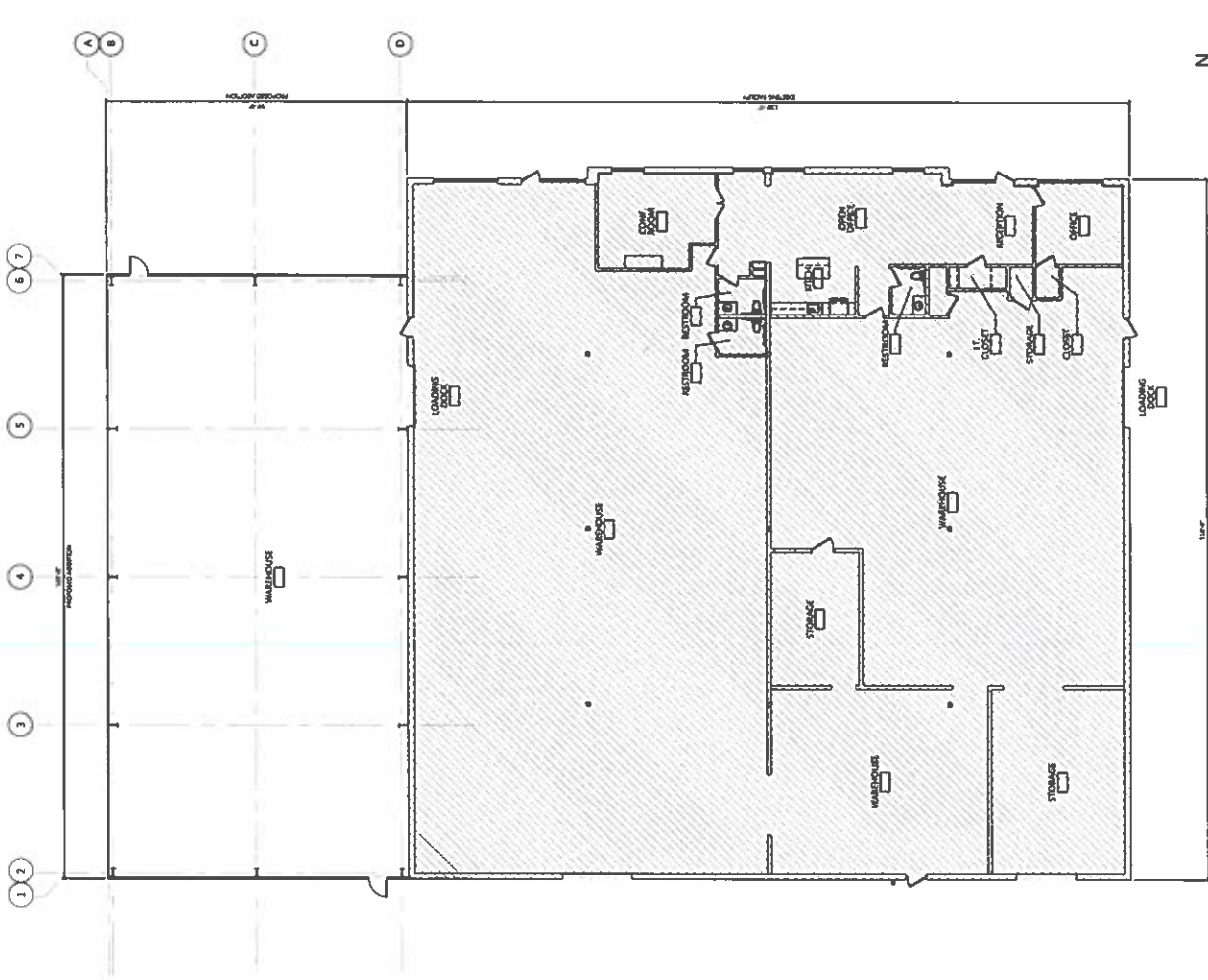
**JAZZ**  
 SURFACE EXPERTS

Client:  
 JAZZ USA - Warehouse Addition  
 5110 Lee Highway  
 New Bedford, MA 02745

Project:  
 Warehouse Addition - Proposed  
 Floor Plan

Scale	1/8" = 1'-0"
Date	08/08/2021
Job Number	11004
Drawn By	CSB
Checked By	MSB

**A1.1**



**PROPOSED FLOOR PLAN**  
 (Scale: 1/8" = 1'-0")



2018 00017814

Bk: 12529 Pg: 115 Pg: 1 of 2 BS  
Doc: DEED 08/08/2018 02:05 PM

### QUITCLAIM DEED

**CHKT, LLC**, a Massachusetts limited liability company, of Littleton, Middlesex County, Massachusetts, in full consideration paid of **Seven Hundred Thirty-Five Thousand and 00/100 (\$735,000.00) Dollars**, grants to **JAZ Brush U.S.A., Inc.**, a Massachusetts corporation with a place of business at 59 Tarkiln Place, New Bedford, MA, 02745, with **Quitclaim Covenants**,

The land in New Bedford, Bristol County, Commonwealth of Massachusetts, bounded and described as follows:

Beginning at a point in the westerly sideline of Tarkiln Place, at the northeast corner of land owned by Julius Koch U.S.A., Inc., and being the southeast corner of the parcel hereinafter described;

Thence running S 85° 47' 03" W, four hundred eighteen and 05/100 (418.05) feet by land of said Julius Koch U.S.A., Inc., to a point at land now or formerly owned by Penn Central Transportation Company;

Thence running N 4° 12' 57" W, three hundred fourteen and 63/100 (314.63) feet by land of said Penn Central Transportation Company to a point at other land owned by Paul G. Cleary and Murray L. Goldberg;

Thence running N 85° 47' 03" E, four hundred twelve and 65/100 (412.65) feet by land of said Cleary and Goldberg to a point in the westerly sideline of a proposed 60-foot way;

Thence running S 5° 12' 00" E, two hundred ninety one and 16/100 (291.16) feet along the westerly sideline of said way to a point marking the intersection of the northerly sideline of Chaffee Street with the westerly sideline of Tarkiln Place as shown on plan of land filed with the Bristol County (S.D.) Registry of Deeds in Plan Book 90, Page 71;

Thence continuing S 4° 12' 00" E, twenty-three and 52/100 (23.52) feet along the westerly sideline of Tarkiln Place to the point of beginning.

Containing 130,681 square feet of land, more or less.

For source of title see deed of Barbara M. Souza et al, Trustees of Barbara A. Lizotte Trust, said deed being dated February 8, 2018 and recorded with the Bristol County South District Registry of Deeds in Book 12355, Page 326.

The Grantor is a limited liability company and not a corporation and is not classified as a corporation for tax purposes. The real property being conveyed hereby constitutes all of the Grantor's assets in the Commonwealth of Massachusetts.

**Property Address:** 59 Tarkiln Place, New Bedford, MA 02745

MASSACHUSETTS EXCISE TAX  
Bristol ROD South 001  
Date: 08/08/2018 02:05 PM  
Ctrl# 025708 18529 Doc# 00017814  
Fee: \$3,351.60 Cons: \$735,000.00

HALLORAN, LUKOFF, SMITH & TIERNEY, P.C.  
432 COUNTY STREET  
NEW BEDFORD, MA 02740-6018

In Witness Whereof, the said CHKT, LLC has caused its seal to be hereto affixed and these presents to be signed in its name and behalf by Elizabeth L. Hoenshell, its Managers, this 26 day of June, 2018.

CHKT, LLC

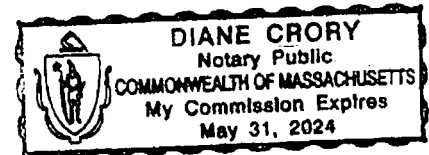
By: Elizabeth L. Hoenshell  
Elizabeth L. Hoenshell, Manager

COMMONWEALTH OF MASSACHUSETTS

Huddley ss.

On this 26<sup>th</sup> day of June, 2018, before me, the undersigned notary public, personally appeared Elizabeth L. Hoenshell, Manager as aforesaid, and proved to me through satisfactory evidence of identification, which was a driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.

Diane Crory  
Notary Public Diane Crory  
My commission expires: May 31, 2024





## *City of New Bedford* **REQUEST for a CERTIFIED ABUTTERS LIST**

This information is needed so that an official abutters list as required by MA General Law may be created and used in notifying abutters. You, as applicant, are responsible for picking up and paying for the certified abutters list from the assessor's office (city hall, room #109).

SUBJECT PROPERTY			
MAP #		LOT(S)#	
ADDRESS:			
OWNER INFORMATION			
NAME:			
MAILING ADDRESS:			
APPLICANT/CONTACT PERSON INFORMATION			
NAME (IF DIFFERENT):			
MAILING ADDRESS (IF DIFFERENT):			
TELEPHONE #			
EMAIL ADDRESS:			
REASON FOR THIS REQUEST: <i>Check appropriate</i>			
<input type="checkbox"/>	ZONING BOARD OF APPEALS APPLICATION		
<input type="checkbox"/>	PLANNING BOARD APPLICATION		
<input type="checkbox"/>	CONSERVATION COMMISSION APPLICATION		
<input type="checkbox"/>	LICENSING BOARD APPLICATION		
<input type="checkbox"/>	OTHER ( <i>Please explain</i> ):		

**Once obtained, the Certified List of Abutters must be attached to this Certification Letter.**

**Submit this form to the Planning Division Room 303 in City Hall, 133 William Street. You, as applicant, are responsible for picking up and paying for the certified abutters list from the assessor's office (city hall, room #109).**

### **Official Use Only:**

As Administrative Assistant to the City of New Bedford's Board of Assessors, I do hereby certify that the names and addresses as identified on the attached "abutters list" are duly recorded and appear on the most recent tax.

**Michael J. Motta**

Printed Name

Signature

Date



### Single Charge Code

<b>Date:</b>	10/14//2021
<b>e Code</b>	ASSFEE

ASSFEE

\$9.00

**Dollars**

Title: PRINCIPAL CLERK

### Single Charge Code

Date:	
e Code	ASSFEE

Charge Code

ASSFEE

-----City Treasurer-----

By \_\_\_\_\_

October 7, 2021

Dear Applicant,

Please find below the List of Abutters within 300 feet of the property known as 59 Tarkiln Place (Map: 130G, Lot: 164). The current ownership listed herein must be checked and verified by the City of New Bedford Assessor's Office. Following said verification, the list shall be considered a Certified List of Abutters.

Please note that multiple listed properties with identical owner name and mailing address shall be considered duplicates and shall require only 1 mailing. Additionally, City of New Bedford-Owned properties shall not require mailed notice.

<u>Parcel</u>	<u>Location</u>	<u>Owner and Mailing Address</u>
130G-210	137 MATE DR	LOZADO GEORGE, 137 MATE DRIVE NEW BEDFORD, MA 02745
125-37	RIGHT OF WAY	PENN CENTRAL CO, CONSOLIDATED RAIL CORP 500 WATER STREET DEPT J910 JACKSONVILLE, FL 32202
130G-219	121 TARKILN PL	GONCALVES CESAR L, GONCALVES REGINA F 121 TARKILN PLACE NEW BEDFORD, MA 02745
130G-220	113 TARKILN PL	ROCHA LUIS F, ROCHA MELISSA A 113 TARKILN PLACE NEW BEDFORD, MA 02745
130F-40	RWS CHURCH ST	MILHENCH INC, C/O R A C SERVICES 121 DUCHAINE BLVD NEW BEDFORD, MA 02745
130G-170	39 TARKILN PL	MCCOLLESTER FAMILY LIMITED PARTNERSHIP (THE), 5 BROWNELL AVE DARTMOUTH, MA 02747-3732
130G-216	157 TARKILN PL	XAVIER MARIO J, XAVIER MARGARIDA 157 TARKILN PLACE NEW BEDFORD, MA 02745
130F-43	ES E OF R OF WAY 129	MCCOLLESTER FAMILY LIMITED PARTNERSHIP (THE), 5 BROWNELL AVE DARTMOUTH, MA 02747-3732
130F-19	9 TARKILN PL	TRIPLE HORN LLC, 9 TARKILN PLACE NEW BEDFORD, MA 02745
130F-33	919 CHURCH ST	CHURCH STREET ASSOCIATES LLC, F. W. WEBB COMPANY 160 MIDDLESEX TURNPIKE BEDFORD, MA 01730
130G-221	105 TARKILN PL	FRIAS DAVID J, FRIAS SANDRA C 105 TARKILN PLACE NEW BEDFORD, MA 02745
130G-218	129 TARKILN PL	DANG MINH H, NGO LIEU T 129 TARKILN PLACE NEW BEDFORD, MA 02745
129-45	RIGHT OF WAY	PENN CENTRAL CO, CONSOLIDATED RAIL CORP 500 WATER STREET DEPT J910 JACKSONVILLE, FL 32202

October 7, 2021

Dear Applicant,

Please find below the List of Abutters within 300 feet of the property known as 59 Tarkiln Place (Map: 130G, Lot: 164). The current ownership listed herein must be checked and verified by the City of New Bedford Assessor's Office. Following said verification, the list shall be considered a Certified List of Abutters.

Please note that multiple listed properties with identical owner name and mailing address shall be considered duplicates and shall require only 1 mailing. Additionally, City of New Bedford-Owned properties shall not require mailed notice.

<u>Parcel</u>	<u>Location</u>	<u>Owner and Mailing Address</u>
130G-223	89 TARKILN PL	BOARDMAN CURTIS J, 89 TARKILN PLACE NEW BEDFORD, MA 02745
130G-222	97 TARKILN PL	CABRAL VINCENT, 97 TARKILN PLACE NEW BEDFORD, MA 02745
130G-251	92 TARKILN PL	LINO JOSE A, LINO MARIA C 92 TARKILN PLACE NEW BEDFORD, MA 02745
130G-208	153 MATE DR	GRACE CHRISTI W, 153 MATE DRIVE NEW BEDFORD, MA 02745
130G-217	149 TARKILN PL	BRITTO MEREDITH J, 149 TARKILN PLACE NEW BEDFORD, MA 02745
130G-215	165 TARKILN PL	WORKU EMMANUEL, 165 TARKILN PLACE NEW BEDFORD, MA 02745
130G-264	173 TARKILN PL	CASTELLANO STEVEN G, 173 TARKILN PLACE NEW BEDFORD, MA 02745
130G-213	189 TARKILN PL	GALLANT, SHANE P, LACEY, TARA M 189 TARKILN PLACE NEW BEDFORD, MA 02745
130H-38	34 AMANDA AVE	N B HOUSING AUTHORITY, DUNCAN DOTTIN PLACE 134 SO SECOND ST NEW BEDFORD, MA 02740
130G-212	121 MATE DR	FRIES CRAIG W, DWYER MARGARITA 121 MATE DRIVE NEW BEDFORD, MA 02745
130G-197	MATE DR	MULFORD RALPH K "TRUSTEE", WHALERS WOODS REALTY TRUST (THE) 158 CHARLES MCCOMBS BLVD NEW BEDFORD, MA 02745
130G-207	ES ROUTE 140	CASTIGNETTI LEE JR "TRUSTEE", WHALERS WOODS REALTY TRUST 158 CHARLES MCCOMBS BLVD NEW BEDFORD, MA 02745
130G-209	145 MATE DR	MARTIN JACOB S 145 MATE DRIVE NEW BEDFORD, MA 02745

October 7, 2021

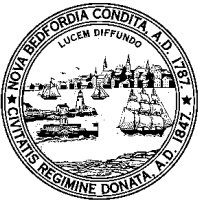
Dear Applicant,

Please find below the List of Abutters within 300 feet of the property known as 59 Tarkiln Place (Map: 130G, Lot: 164). The current ownership listed herein must be checked and verified by the City of New Bedford Assessor's Office. Following said verification, the list shall be considered a Certified List of Abutters.

Please note that multiple listed properties with identical owner name and mailing address shall be considered duplicates and shall require only 1 mailing. Additionally, City of New Bedford-Owned properties shall not require mailed notice.

<u>Parcel</u>	<u>Location</u>	<u>Owner and Mailing Address</u>
130G-46		NO RECORD
130G-214	181 TARKILN PL	RAHAMAN ATMS RAHAMAN SAMINA 181 TARKILN PLACE NEW BEDFORD, MA 02745
130G-164	59 TARKILN PL	JAZ BRUSH U.S.A. INC 59 TARKILN PLACE NEW BEDFORD, MA 02745
130G-224	78 TARKILN PL	O'NEAL MATTHEW M 78 TARKILN PLACE NEW BEDFORD, MA 02745
130G-211	129 MATE DR	VALADAO RYAN P ARRUDA-VALADAO KATHY V 129 MATE DRIVE NEW BEDFORD, MA 02745
129-38	R NS TARKILN PL	CHURCH STREET LLC, 781 CHURCH STREET NEW BEDFORD, MA 02745
129-41	781 CHURCH ST	CHURCH STREET LLC, 781 CHURCH STREET NEW BEDFORD, MA 02745
130G-28	1259 CHAFFEE ST	SILVA JOSE J, SILVA MARIA F 1259 CHAFFEE STREET NEW BEDFORD, MA 02745
130G-50	965 CHURCH ST	CHAFFEE CHURCH PROPERTIES LLC, C/O DEBRA HOLDEN 965 CHURCH STREET NEW BEDFORD, MA 02745





# Site Plan Review Application Checklist

In order for the City of New Bedford Planning Board to accurately review your project in a timely manner, plan sets submitted with applications must be complete and thorough. A comprehensive understanding of this handout and submittal of all required documents and plans ensures an efficient review of your project.

Unless otherwise noted or determined by Planning Division Staff to not be required, the following information and drawings must be included in the submittal package for your application. For an application to be accepted, each and every item is required at the time of application submittal.

In certain instances, plans, or portions of plans, may be waived when not applicable for the review of a particular type of development, at the discretion of the City Planner. Requests for any such waiver(s) must be submitted, in writing, to Planning Division for consideration prior to application submittal.

All submitted materials must be legible, organized & bound (where appropriate) in a manner that allows for distribution of all proposal materials as 1 package. Please utilize double-sided printing for submitted reports, studies and statements when possible.

Initials Indicate  
Item Submitted.

For subparts of the required plans, please mark as follows:

☐ X = Shown on Plans    ☐ W = Waiver Requested    ☐ NA = Not Applicable

Staff    Applicant

1. **Completed Application Form** (with all required signatures; 16 Copies)

2. **Completed Site Plan Review Application Checklist** (1 original & 15 copies)

3. **Plans**

- ☐ Four (4) stapled and folded sets of full-sized plans (24" x 36") and Twelve (12) sets of reduced plans (11" x 17") are required for all applications. Staff reserves the right to require additional copies.
- ☐ One (1) electronic copy (PDF & CAD) of all proposed activity plans (See Section 10 of Checklist for Requirements)
- ☐ All plans oriented so that north arrow points to top of sheet
- ☐ Plans shall be drawn at a minimum scale of 1" = 40' or less
- ☐ All plans shall be stamped by Commonwealth of Massachusetts-registered Professional Engineer, Professional Land Surveyor, and/or Professional Landscape Architect, as appropriate
- ☐ Plan sets shall be comprised of separate sheets as listed below unless otherwise approved by the City Planner
- ☐ All plans shall have a title block comprised of the following: Project Title, Sheet Title, Sheet Number; Registrant Stamp (i.e. PE, PLS, LA); Registrant's name and address; Street addresses of the project area parcels; Scale at which the plan is drawn; Plan Issue Date; and all plan revision dates (with corresponding revision descriptions).

**3a. Cover Sheet**, to include the following information:

- ☐ **Title Block**
  - ☐ Project name/title
  - ☐ Assessor's map and parcel number(s)
  - ☐ Registry Book and Page
  - ☐ Name and address of property owner
  - ☐ Name and address of Engineer / Architect / Landscape Architect
  - ☐ Name and address of developer
  - ☐ Revision Date Block
  - ☐ Street Number and/or Lot Number
- ☐ **Zoning Requirements Table (Indicate Required vs. Provided)**
  - ☐ Zoning District
  - ☐ Lot Area
  - ☐ Lot Frontage
  - ☐ Front, Side & Rear Setbacks of Buildings and Parking Areas
  - ☐ Building Height
  - ☐ Lot Coverage
  - ☐ Green Space
  - ☐ Off-Street Parking Spaces
  - ☐ Compact Parking Spaces
  - ☐ Accessible Parking Spaces
  - ☐ Van Accessible Parking Spaces
  - ☐ Screening Buffers
  - ☐ Percentage of Lot that is Upland
  - ☐ Total Square Footage of Upland
- ☐ **Locus Map** (At a scale of 1 inch = 100 feet, showing the entire project and its relation to existing areas, buildings and roads within a distance of 1,000 feet from the project boundaries or such other distances as may be approved or required by the Planning Board.)
- ☐ **Plan Index** with latest revision date of each individual plan

**3b. Existing Conditions Plan**

- ☐ Name of Surveyor or Surveyor Firm
- ☐ Date of survey
- ☐ Property lines with bearings and distances
- ☐ Monuments set/found at all lot corners
- ☐ Easements with bearings and distances suitable for registry filing
- ☐ Names of all abutters
- ☐ Street names
- ☐ Benchmark locations (Based on USGS NGVD – show year)
- ☐ NHESP mapped areas (Areas of Estimated and Priority Habitats)
- ☐ Existing 21E Contaminated Site Information
- ☐ Existing Buildings and Structures
  - ☐ Area of building
  - ☐ Number of stories
  - ☐ Principal use
  - ☐ Setbacks from property lines
  - ☐ Floor elevations
  - ☐ Door locations with sill elevations

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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Existing Topography:<ul style="list-style-type: none"><li><input type="checkbox"/> Contours at 2' intervals (1' contours or additional spot grades if site is flat)</li><li><input type="checkbox"/> Overhead and underground utilities including but not limited to water, sewer, drainage, electric, telephone, cable TV, gas, septic systems, detention structures, wells</li><li><input type="checkbox"/> Existing parking/paved areas including pavement type (parking, walkways, etc.)</li><li><input type="checkbox"/> All Existing Curbcuts</li><li><input type="checkbox"/> Listing of all existing utility owners and contact info located within the project limits</li><li><input type="checkbox"/> Adequate utility information outside the site to verify proposed utility connections</li><li><input type="checkbox"/> All utility pipe types, sizes, lengths, and slopes</li><li><input type="checkbox"/> All utility structure information including rim and invert elevations</li><li><input type="checkbox"/> All existing easements within 50 feet of property line-Identify any utility within the easement</li><li><input type="checkbox"/> All existing utility easements with bearings and distances</li><li><input type="checkbox"/> Existing pavement markings within site and on connecting roads</li><li><input type="checkbox"/> Existing features such as walls, curbing, landscaping, trees, walks, fences, trees over 12" caliper, lighting, poles, guys, signs, loading areas, fire hydrants, dumpster locations, known buried slabs, etc...</li><li><input type="checkbox"/> Wetlands, floodplain, water protection district delineation including offsets and buffer zones</li><li><input type="checkbox"/> Streams, water courses, swales and all flood hazard areas</li><li><input type="checkbox"/> Rock Outcroppings</li><li><input type="checkbox"/> Test pit locations including groundwater depths when encountered</li><li><input type="checkbox"/> Historic buildings within 250 feet of the subject property</li></ul></li></ul> |
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	<hr/> <b><u>3c. Demolition Plan</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Existing Conditions Plan plus:</b></li><li><input type="checkbox"/> Existing Buildings and Structures to be removed/demolished</li><li><input type="checkbox"/> Existing parking/paved areas to be removed/demolished</li><li><input type="checkbox"/> Existing utilities to be removed/demolished</li><li><input type="checkbox"/> Existing hydrants to be removed</li><li><input type="checkbox"/> Existing features to be removed/ demolished such as walls, curbing, landscaping trees, walks, fences, trees over 6" caliper, lighting, poles, guys, signs, etc.</li><li><input type="checkbox"/> Dust Control Measures</li><li><input type="checkbox"/> Proposed construction phase drainage infrastructure plan including (but not limited to) piping and natural watercourse profiles &amp; cross-sections, retention/detention structures, drain manholes, catch basins, gutter inlets, headwalls, water quality BMPs, and erosion &amp; sedimentation control features, etc.</li></ul> |
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	<hr/> <b><u>3d. Construction/Layout Plan</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Proposed Buildings and Structures</li></ul> |
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| <input type="checkbox"/> Area of building or additions  | <input type="checkbox"/> Setback dimensions from property lines                             |
| <input type="checkbox"/> Number of stories  | <input type="checkbox"/> Out-buildings, detached garages, temp. construction trailers, etc. |
| <input type="checkbox"/> Principal use  |   |
| <input type="checkbox"/> Floor elevations   |   |
| <input type="checkbox"/> Door locations with sill elevations  |   |
| <input type="checkbox"/> Proposed Topography, including but not limited to:   |   |
| <input type="checkbox"/> Proposed contours at 2' intervals  | <input type="checkbox"/> Curb type(s) and limits  |
| <input type="checkbox"/> Parking lot setbacks to property line  | <input type="checkbox"/> Lighting / Poles / Guys  |
| <input type="checkbox"/> Parking lot grades (not to exceed 5% or be less than 0.5%)   | <input type="checkbox"/> Signs (include sign schedule)                                      |
| <input type="checkbox"/> Walls  | <input type="checkbox"/> Pavement markings  |
| <input type="checkbox"/> Parking spaces (delineated and dimensioned)  | <input type="checkbox"/> Loading areas / Loading Docks / Platforms                          |
| <input type="checkbox"/> Accessible parking spaces & aisles   | <input type="checkbox"/> Fences   |
| <input type="checkbox"/> Wheelchair ramps   | <input type="checkbox"/> Landscape areas  |
| <input type="checkbox"/> Sidewalks  | <input type="checkbox"/> Dumpster(s), Compactor(s) & Pads                                   |
| <input type="checkbox"/> Pavement type(s)   | <input type="checkbox"/> Spot Grades at 4 Building Corners                                  |
|   | <input type="checkbox"/> Overall Plan Showing Areas of Cut & Fill                           |
| <input type="checkbox"/> Critical dimensions including aisle widths, parking stall dimensions, curb radius, driveway openings, etc.   |   |
| <input type="checkbox"/> Grading at entrance-show spot grades if required   |   |
| <input type="checkbox"/> Emergency Vehicle Access   |   |
| <input type="checkbox"/> Truck Access (WB-50 unless otherwise approved by City Engineer)  |   |
| <input type="checkbox"/> Snow Storage Areas, with limits of any fence protection (if applicable)  |   |
| <input type="checkbox"/> Construction notes, including the following notes:   |   |
| • Any minor modifications (as determined by the City Engineer) to the information shown on the approved site plans shall be submitted to the City Engineer as a Minor Plan Revision for approval prior to the work being performed.                               |   |
| • Any work and material within the City right-of-way shall conform to the City of New Bedford requirements  |   |
| • All handicap parking, ramps, and access shall conform to AAB & MAAB requirements  |   |
| • All erosion control measures shall be in place prior to construction. Erosion Control shall conform to the City of New Bedford Conservation Commission requirements as stated in the Order of Conditions. (Refer to Erosion Control Plan if part of submission) |   |
| • All pavement markings and signs shall conform to MUTCD requirements   |   |

**2e. Grading and Drainage Plan**

- ☐ **Existing Conditions Plan and Construction/ Layout Plan plus:**
- ☐ Existing and proposed site grading/ topography-Contours at 2' intervals (1' contours or additional spot grades if site is flat)

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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Proposed parking lots, sidewalks, islands, etc.<ul style="list-style-type: none"><li>• Parking lot grades shall not exceed 5% or be less than 0.5 %</li></ul></li><li><input type="checkbox"/> Floor elevations &amp; door locations</li><li><input type="checkbox"/> Proposed drainage infrastructure plan including but not limited to piping and natural watercourse profiles &amp; cross-sections, infiltration/ retention / detention structures, drain manholes, headwalls, roof recharge systems, flow direction, water quality BMPs, etc.</li><li><input type="checkbox"/> Adequate information off site to verify proposed drain connections</li><li><input type="checkbox"/> Drainage system profiles including rim and invert elevations, material, types, sizes, lengths, utility crossings and slopes</li><li><input type="checkbox"/> Utility easements with bearings and distances suitable for registry filing</li><li><input type="checkbox"/> Delineation of all stockpile areas</li><li><input type="checkbox"/> Provide safety fencing around stockpiles over 10' in height or otherwise restrict site access</li><li><input type="checkbox"/> For applications associated with residential or commercial/industrial subdivisions, include an overall development plan showing all construction activity and proposed grading for all project phases, and show the proposed building envelope within each house lot and the proposed grading, drainage, and storm water disposal for each lot.</li><li><input type="checkbox"/> A design for the stormwater drainage systems prepared by a Registered Professional Engineer demonstrating that proposed development rates of runoff do not exceed pre-development rates, as required under Massachusetts Stormwater Management Standards.</li></ul> |
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	<b>3f. <u>Utility and Grading Plan</u></b> (Show appropriate info from Existing Conditions & Construction/Layout Plan)
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Include all proposed utilities, including, but not limited to, Water, Sewer, Drainage, Electric, Telephone, Cable TV, Gas, Lighting, Title V Septic Systems &amp; Detention and Retention Structures<ul style="list-style-type: none"><li>• Adequate utility information outside the site to verify proposed utility connections</li><li>• All utility pipe types, sizes, lengths, and slopes</li><li>• All utility structure information including rim and invert elevations</li><li>• Any utility access vaults</li><li>• All utility access handholes</li><li>• All water services, hydrants, gates, shutoffs, tees</li><li>• Utilities shall be underground if possible</li><li>• All transformer locations</li><li>• Required utility easements with dimensional bearings and distances</li></ul></li><li><input type="checkbox"/> Force main, if required, conforming to City of New Bedford requirements</li><li><input type="checkbox"/> Water main loop</li><li><input type="checkbox"/> Sewer profile showing all utility crossings</li><li><input type="checkbox"/> Sections through detention basin(s)</li><li><input type="checkbox"/> Include the following notes:<ul style="list-style-type: none"><li>• The contractor shall obtain a Street Disturbance &amp; Obstruction Permit prior to any construction within the right-of-way</li><li>• All water and sewer material and construction shall conform to the City of New Bedford requirements</li></ul></li></ul> |
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|  | <ul style="list-style-type: none"><li>• All water and sewer construction shall be inspected by the City Of New Bedford before being backfilled</li><li>• The City shall be notified at least 24 hours prior to the required inspections</li></ul> <p><input type="checkbox"/> Detention basin, retention basin or other stormwater mechanisms (such as infiltration devices), if proposed.</p> |
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	<p><b>3g. <u>Landscape Plan</u></b></p>
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|  | <p><input type="checkbox"/> Location, species &amp; size of all proposed plantings</p> <p><input type="checkbox"/> All existing landscaping to be removed or retained</p> <p><input type="checkbox"/> Plant and tree legend</p> <p><input type="checkbox"/> Delineate &amp; label all existing and proposed groundcovers, lawn areas, driveways, walkways, patios and other surface treatments</p> <p><input type="checkbox"/> Snow storage areas</p> <p><input type="checkbox"/> Proposed irrigation methods (on-site wells to be used unless otherwise approved)</p> <p><input type="checkbox"/> Verify sight distances at entrances</p> |
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	<p><b>3h. <u>Erosion Control Plan</u></b> (show appropriate information from Existing Conditions and Construction/Layout Plans)</p>
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|  | <p><input type="checkbox"/> Straw bales or straw bale/silt fence combination and compost filter tubes</p> <p><input type="checkbox"/> Anti-tracking BMP area at all construction entrances</p> <p><input type="checkbox"/> Dust Control (Methods of)</p> <p><input type="checkbox"/> Protection of existing and proposed drainage structures with straw bales and/or silt sacks</p> <p><input type="checkbox"/> Delineation of all temporary stockpile areas</p> <p><input type="checkbox"/> Safety fencing around stockpiles over 10' in height or otherwise restricted site access</p> <p><input type="checkbox"/> Straw bales or straw bale/silt fence combination around all stockpiles</p> <p><input type="checkbox"/> Include the following notes:</p> <ul style="list-style-type: none"><li>• All BMP erosion control measures shall be in place prior to demolition or any site work.</li><li>• Erosion Control BMPs shall conform to US EPA, NPDES, MA DEP and Massachusetts Erosion and Sedimentation Control Guidelines for Urban and Suburban Areas.</li><li>• Maintenance specifications for all proposed erosion and sedimentation controls.</li></ul> |
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	<p><b>3i. <u>Floor Plan</u></b></p>
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|  | <p><input type="checkbox"/> Include complete floor plan of all floors (entire building), including existing &amp; proposed work</p> <p><input type="checkbox"/> Label all rooms (e.g., bedroom, kitchen, bathroom), and include dimensions of room sizes</p> <p><input type="checkbox"/> Show the location of all existing and proposed doors, windows, and walls</p> <p><input type="checkbox"/> For non-residential projects: show all existing and proposed seating areas, mechanical/kitchen equipment, backup generators and/or other major functional components of the proposed project</p> |
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Staff	Applicant
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Identify waste storage and disposal area(s), including detail(s) for dumpster(s) and dumpster pick-up and trash &amp; garbage compaction areas (if any)</li></ul> |
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	<b><u>3j. Building Elevations</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Show all structural building elevations (front, sides and rear façades) that will be affected by the proposed project</li><li><input type="checkbox"/> For additions/alterations: label existing and new construction, as well as items to be removed</li><li><input type="checkbox"/> Identify all existing and proposed exterior materials, treatments and colors- including roofing, roof eaves, eave brackets, siding, doors, trim, sills, windows, fences, and railings. Show details of proposed new exterior elements</li><li><input type="checkbox"/> Show any exterior mechanical, duct work, and/or utility boxes</li><li><input type="checkbox"/> Include dimensions for building height, wall length and identify existing and proposed floor elevations</li></ul> |
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	<b><u>3k. Sign Plan</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Fully-dimensioned color elevations for all proposed signs</li><li><input type="checkbox"/> Total square footage of existing signs and total square footage of proposed signs</li><li><input type="checkbox"/> Existing and proposed sign locations on site plan</li><li><input type="checkbox"/> Existing and proposed materials and methods of lighting for all signs</li></ul> |
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	<b><u>3l. Lighting Plan</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Location and orientation of all existing and proposed exterior lighting, including building and ground lighting and emergency spot lighting (if any)</li><li><input type="checkbox"/> Height and initial foot-candle readings on the ground and the types of fixtures to be used</li><li><input type="checkbox"/> Plan Must Show Illumination Patterns On-Site and Areas Off-Site</li><li><input type="checkbox"/> New Bedford Washingtonian Type Fixtures Should Be Used, Where Applicable</li><li><input type="checkbox"/> Provide Cut Sheet for All Lighting Fixtures</li></ul> |
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	<b><u>3m. Detail Sheets (Typical Details)</u></b>
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| <ul style="list-style-type: none"><li><input type="checkbox"/> Pavement Section Detail</li><li><input type="checkbox"/> Sidewalk Detail</li><li><input type="checkbox"/> Curb Detail</li><li><input type="checkbox"/> Driveway Detail</li><li><input type="checkbox"/> Wheel Chair Ramp Detail</li><li><input type="checkbox"/> Concrete Pad Detail</li><li><input type="checkbox"/> Catch Basin Detail</li><li><input type="checkbox"/> Drainage Manhole Detail</li><li><input type="checkbox"/> Water/Sewer Trench Details (12" envelope)</li></ul> | <ul style="list-style-type: none"><li><input type="checkbox"/> Sewer Manhole Detail (26" cover)</li><li><input type="checkbox"/> Detention / Retention Basin Sections (from plan)</li><li><input type="checkbox"/> Detention Basin Outlet Structure Detail</li><li><input type="checkbox"/> Miscellaneous Detention / Retention Basin Details</li><li><input type="checkbox"/> Infiltration Device Details</li><li><input type="checkbox"/> Stormwater BMPs (Water Quality Structure Details, etc.)</li><li><input type="checkbox"/> Bollards</li></ul> |
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| <input type="checkbox"/> Water and Sewer Trench Sections | <input type="checkbox"/> Sign Detail   |
| <input type="checkbox"/> Anti-Seepage Collar Detail      | <input type="checkbox"/> Fence Detail  |
| <input type="checkbox"/> Flared End Detail               | <input type="checkbox"/> Flowable Fill Trench  |
| <input type="checkbox"/> Rip Rap Detail                  | <input type="checkbox"/> Pavement Marking Details  |
| <input type="checkbox"/> Straw bales/Silt Fence Detail   | <input type="checkbox"/> Handicap Parking/Compact Parking Signs  |
| <input type="checkbox"/> Silt Sac Detail                 | <input type="checkbox"/> Hydrant Detail (American –Darling B-62-B (Open Right) or Mueller Super Centurion Hydrant (Open Right) |
| <input type="checkbox"/> Compost Filter Tube Detail      | <input type="checkbox"/> Thrust Block Detail   |
| <input type="checkbox"/> Light Pole Foundation Detail    |  |
| <input type="checkbox"/> Retaining Wall Details          |  |
| <input type="checkbox"/> Tree/Shrub Planting Detail      |  |

**4. Project Narrative** (16 Copies), to include adequate summary & description of the proposed project and indicating, where appropriate:

- The number of dwelling units to be built and the acreage in residential use
- Evidence of compliance with parking and off-street loading requirements
- The forms of ownership contemplated for the property and a summary of the provisions of any ownership or maintenance thereof
- Identification of all land that will become common or public land
- Any other evidence necessary to indicate compliance with the zoning ordinance
- A written statement indicating the estimated time required to complete the proposed project and any and all phases thereof
- A written estimate showing, in detail, the projected costs of all site improvements (and off-site improvement) planned
- Drainage calculations by a registered professional engineer, with storm drainage design conforming to City of New Bedford subdivision regulations, as well as wetland delineations determined by a certified wetland scientist if applicable, for 1, 10, 25 & 100 year storm events

**5. Certified Abutters List** (16 copies)

**6. Proof of Ownership** (Copy of Deed(s) for All Involved Parcels; 16 Copies)

**7. Development Impact Statement (DIS)**, completed per §5350 of Zoning Code, (16 Copies), if required by Board

**8. Traffic Impact & Access Study (TIAS)** (16 Copies), if required by Board

**9. Stormwater Management Report** (9 Copies), if required, comprised of the following:

- ☐ MADEP Stormwater Standards Compliance Checklist (signed & stamped)
- ☐ Overall Project Description
- ☐ Existing Conditions

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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Proposed Improvements</li><li><input type="checkbox"/> Proposed Conditions</li><li><input type="checkbox"/> Hydrologic Analysis for Existing &amp; Proposed Conditions for Milestone Storm Event Intensities</li><li><input type="checkbox"/> Stormwater Management Regulations</li><li><input type="checkbox"/> Summary</li><li><input type="checkbox"/> Appendix - Existing/Proposed Conditions Plans showing the following:<ul style="list-style-type: none"><li><input type="checkbox"/> Overall Existing Subcatchment Area Table<ul style="list-style-type: none"><li>• Subcatchment Labeled, Design Point, Area, Curve number, Tc (min.)</li></ul></li><li><input type="checkbox"/> Soil Classifications Table (Existing Soils)<ul style="list-style-type: none"><li>• Map Unit Symbol, Map Unit Name, Hydrologic Soil Code</li></ul></li><li><input type="checkbox"/> Overall Proposed Subcatchment Area Table<ul style="list-style-type: none"><li>• Subcatchment Labeled, Design Point, Area, Curve number, Tc (min.)</li></ul></li><li><input type="checkbox"/> Soil Classifications Table (Including Proposed Boron Soils, Etc., if applicable)<ul style="list-style-type: none"><li>• Map Unit Symbol, Map Unit Name, Hydrologic Soil Code</li></ul></li></ul></li><li><input type="checkbox"/> Appendix - Hydrologic Analyses<ul style="list-style-type: none"><li><input type="checkbox"/> HydroCAD Software Analyses (or equivalent software) Analyses (Existing &amp; Proposed Conditions)</li></ul></li><li><input type="checkbox"/> Appendix - Illicit Discharge Certification (signed &amp; dated)</li></ul> |
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	<b>10. <u>Electronic PDF and AutoCAD Files</u></b>
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|  | <ul style="list-style-type: none"><li><input type="checkbox"/> Shall consist of a CD with a printed CD Label in a CD case</li><li><input type="checkbox"/> CAD files shall be 2010 format or the latest revision of AutoCAD Civil 3D</li><li><input type="checkbox"/> All project submissions shall include the following file types. All project related Drawing Files shall be provided in all 2 supported formats, listed below.<ul style="list-style-type: none"><li>• AutoCAD Drawing format (.dwg)</li><li>• Adobe Portable Document Format (.pdf)</li></ul></li><li><input type="checkbox"/> PDF files shall be created from within the AutoCAD environment and contain Layer information.</li><li><input type="checkbox"/> It is a requirement that each project drawing/sheet created for a project shall be published/plotted to DWG and PDF, and placed in the appropriate folder in the CD submission. All external references (DWG, DWF, DGN, PDF, TIFF, MrSID, JPG, etc.) which are used in support of the creation of these project sheets shall be stored within the XREF folder only (Subfolder of DWG) on the CD. Also the AutoCAD support files (fonts, plot style, etc.) should be supplied on the CD.</li><li><input type="checkbox"/> <b><u>File Naming:</u></b><p>The following file naming standard for all CAD related files created, used, or submitted to the Planning Department shall be followed. This applies to all CAD drawings, DWF's, PDF's used in support of, or used in conjunction with this CAD Standard.</p></li></ul> |
|--|---|

<u>Staff</u>	<u>Applicant</u>
	<p>File names shall begin with their project Planning Board Case number assigned (available through the Planning Department), followed by an underscore and the appropriate discipline code. In the instance where there is more than one file, assign an appropriate sequential number to the end (ex. 1,2,3). Special characters are not permitted except for the following; hyphens [ - ], underscores [ _ ], and/or parenthesis [ ( ) ].</p> <p><i>Example 1.</i> A set of engineering design plans and documents were prepared for project file number 12-34; acceptable filenames would be as follows: <i>12-34_Existing Conditions1.dwg</i> <i>12-34_Existing Conditions2.dwg</i> <i>12-34_General1.dwg</i> <i>12-34_Generale.dwg</i></p> <p><b>11. <u>Application Fee</u></b> (All fees are due at time of application submission)</p>

**Official Use Only:**

For the Planning Board, this application has been received by the Planning Division of the Department of Planning, Housing & Community Development on the date specified below:

Review date: \_\_\_\_\_ All materials submitted:    Yes    No

Signature: \_\_\_\_\_ Fee: \_\_\_\_\_

**If the applicant differs from the owner, this section must be completed/signed by the property owner/s:**

I hereby authorize the applicant represented above and throughout this application to apply and to represent my/our interests on my/our behalf for the relief requested herein for the premises I/we own noted as "property address" above and presented throughout this application. Furthermore, by signing this application I/we acknowledge having read and understood this application and the accompanying instructions and information. If petition is granted, I/we understand the approvals are specific to the plans submitted, unless the Board states otherwise and that if granted, that the waiver(s) must be noted on the approved Site Plan and acted upon within one year.

\_\_\_\_\_  
Signature of Owner/s

\_\_\_\_\_  
Date

DESCRIPTION		<u>Ordinance Section</u>	<u>CLEARLY Describe why this request is being made.</u>
	<u>1</u>	<u>***Example***</u> 5451. b. Topography and Drainage Plan	<u>***Example***</u> There currently exists a structure and pavement on the site. No excavation of the site is being proposed, therefore topography and drainage will not be altered.
	<u>2</u>	5451.c Utility and Grading Plan	No utilities are proposed. Grading is included on the "Grading and Drainage" plan
	<u>3</u>	5451.e Landscape Plan	Landscaping is included in the "Layout & Landscaping" Plan
	<u>4</u>	5451.e Erosion Control Plan	Erosion control is included on the "Demolition" and "Grading and Drainage" plan

Additional pages describing the waiver request may be attached to this form following the same chart format, if necessary.



Please check here if additional pages are attached.

7

Number of Waiver requests submitted for consideration:



**If the applicant differs from the owner, this section must be completed/signed by the property owner/s:**

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\_\_\_\_\_  
Signature of Owner/s

\_\_\_\_\_  
Date

DESCRIPTION		Ordinance Section	CLEARLY Describe why this request is being made.
	1	***Example*** 5451. b. Topography and Drainage Plan	***Example*** There currently exists a structure and pavement on the site. No excavation of the site is being proposed, therefore topography and drainage will not be altered.
	2	5451.f Lighting Plan	Proposed building lighting will be included in the construction set of architectural plans. No other site lighting is proposed. No lighting will be proposed on the northerly side of the proposed addition.
	3	Detail Sheet	Details are included on the "Demolition" and "Grading and Drainage" plan
	4	5350 Development Impact Statement	Proposed site improvements have little to no effect on site use and impact

Additional pages describing the waiver request may be attached to this form following the same chart format, if necessary.



Please check here if additional pages are attached.



Number of Waiver requests submitted for consideration:

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\_\_\_\_\_  
Signature of Owner/s

\_\_\_\_\_  
Date

DESCRIPTION		Ordinance Section	CLEARLY Describe why this request is being made.
	1	***Example*** 5451. b. Topography and Drainage Plan	***Example*** There currently exists a structure and pavement on the site. No excavation of the site is being proposed, therefore topography and drainage will not be altered.
	2	5353 Traffic Impact Study	Proposed site improvements have little to no effect on site traffic or access
	3		
	4		

Additional pages describing the waiver request may be attached to this form following the same chart format, if necessary.

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Please check here if additional pages are attached.

Number of Waiver requests submitted for consideration: