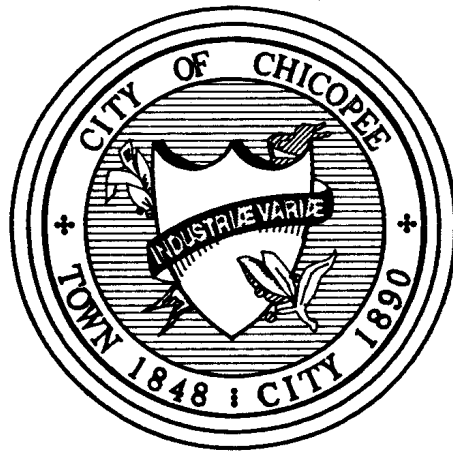


SUBDIVISION REGULATIONS CITY OF CHICOPEE MASSACHUSETTS



ADOPTED BY THE CHICOPEE PLANNING BOARD
April 7, 2005

EFFECTIVE
May 1, 2005

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Section 1 - Subdivisions

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SECTION 1-1 PURPOSE

These subdivision regulations have been adopted for the purpose of protecting the safety, health, convenience and welfare of the inhabitants of the City of Chicopee by regulating the laying out of and construction of ways in

subdivisions to insure the provision of adequate access to the several lots therein, and by insuring sanitary conditions in subdivision and in proper cases parks and open areas and by insuring the orderly recording of land. The Planning Board shall exercise 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; for lessening congestion in such ways and in the adjacent public ways; for reducing danger to life and limb in the operation of motor vehicles; for securing safety in the case of fire, flood, panic and other emergencies; for insuring compliance with the zoning ordinance; underground utility services, fire, police, and other similar municipal equipment, and street lighting and other requirements where necessary in a subdivision; and for coordinating the ways in a subdivision with each other and with public ways in the City of Chicopee and with the ways in neighboring subdivisions. It is the intent of these regulations that any subdivision plan filed with the Planning Board shall receive the approval of the Planning Board if said plan conforms to the recommendation of the Board of Health and to the rules and regulations of the Planning Board pertaining to subdivision land; provided, however, that the Board may, when appropriate, waive, as provided for in Section 81-R of Chapter 41, General Laws, such portion of these rules and regulations as is deemed advisable, where such action is in the public interest and not inconsistent with the intent and purpose of the law.

SECTION 1-2 AUTHORITY AND SEPARABILITY

Under the authority vested in the Planning Board of the City of Chicopee by Section 81-Q of Chapter 41 of the General Laws of Massachusetts, the Rules and Regulations for the Development of Subdivision in the City of Chicopee and hereby amended May 1, 2005. This document, made part of the minutes of the Planning Board, shall be considered the complete regulations of the City of Chicopee until further amended. These regulations are hereby adopted.

1-2A SEPARABILITY

If any provision of these regulations or the administration thereof shall be held unconstitutional, it shall not affect the validity of any other provision of these regulations or the administration thereof.

SECTION 1-3 EFFECT OF PRIOR RECORDING OF SUBDIVISION LAND

The recording of a plan of land within the City in the Registry of Deeds of Hampden County prior to the effective date of the Subdivision Control Law in the City of Chicopee, showing the division and ways furnishing access thereto, shall not exempt such land from the application and operation of these Rules and Regulations except as specifically exempt by law.

SECTION 1-4 BOARD OF HEALTH FILING

A copy of the Definitive Plan shall be filed with by the developer with the Board of Health. Within 45 days, written approval, or disapproval with reasons, shall be forwarded by the Board of Health to the Planning Board. A copy of such report or action shall be sent by the Board of Health to the person submitting the definitive plan.

SECTION 1-5 PUBLIC HEARING

Prior to approval, modification and approval, or disapproval of the Definitive Plan, the Planning Board shall hold a public hearing, sufficient information to identify the subdivision, shall be given by the Planning Board by advertisement in a newspaper of general circulation in the city, once in each of two successive weeks, the first publication being not less than fourteen days before the day of such hearing. A copy of such advertisement shall be mailed to the applicant and to all abutting land owners of record and owners of land within 300' of the boundary line of the subdivision.

SECTION 1-6 PERFORMANCE GUARANTEE

Before endorsement of a plan, the Director of Planning & Development shall require that the construction of ways and installation of services be secured by a performance guarantee of the developer's choice.

Regardless of the type of performance guarantee selected there shall be no sale of or construction on a lot until required improvements are made. Upon partial completion a bond or a deposit of money sufficient to cover the cost of the required improvements may be substituted for those lots secured by covenant where all utilities have been installed and accepted, and the road has been covered with the required amount of compact and stabilized gravel, and a 1½" base course of bituminous concrete. **(See Road Construction Standards Section 1-18)**

All covenants and bonds shall run with the land and shall be recorded with the Registry of Deeds. All surety bonds shall be submitted to the City Solicitor as to form for his/her approval prior to submission to the City Treasurer for approval as to sufficiency and custody. Upon completion of the required work, covenants and/or bonds shall be released upon the deposit of a bond or money covering 10% of the entire cost to be held for a period of one year. All lots not built upon at the end of this one year period shall be covenanted to insure that all public improvements are protected and restored to required condition upon the completion of building activity.

SECTION 1-7 ENDORSEMENT

Approved plans shall be endorsed by the Planning Board when the Board is satisfied that all of its regulations have been met. The Board shall have in its possession easements to all ways and drainage and other required improvements, a covenant restricting sale of the land or a bond approved by the City Solicitor and City Treasurer, and the approval of the Board of Health.

SECTION 1-8 TIME LIMITS

Work shall begin on the proposed development or subdivision within one (1) year of the date of approval. Failure to secure a building permit or to begin construction of the ways, and to carry the work on continuously to completion, nullifies the action of the Planning Board upon a vote to rescind approval taken by that body.

SECTION 1-9 AS-BUILT PLANS

As-built plans at 1:20 scale shall be submitted to the Planning Department within 30 days of project sign-off. As-built plan submission shall consist of 1 mylar and 3 paper copies.

SECTION 1-10 SUITABILITY OF LAND

No subdivision or development project shall be approved on land which by virtue of its natural conditions, topography or environmental importance, is unsuitable for its proposed use, and whose development would endanger the health, safety convenience and general welfare of the citizens of Chicopee.

SECTION 1-11 FORMING A SUBDIVISION

No person, corporation or other entity shall make a subdivision within the meaning of Subdivision Control Law of any land within the City, 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 Planning Board as hereinafter provided. The land shall be in one ownership of which the applicant is an owner or has an interest.

The work within a subdivision shall be performed in a manner which will minimize personal property damage to abutters, and will provide for their safety. All existing pavement, grass belt and sidewalks shall be repaired immediately upon completion of any work that is responsible for such disturbance. The city assumes no liability for any work performed by the contractor under this approval.

Safe and adequate access shall be provided to all new subdivisions. The Planning Board shall determine if all roads within a proposed subdivision are connected to existing roadways in a manner which satisfies existing

city standards and which is consistent with the purpose of these regulations. The Planning Board may require work outside the limits of the subdivision in order to insure compliance with this requirement, including the acquisition of land or an easement allowing access and necessary improvements.

Where the configuration of the land allows, no house lots shall have a direct access onto a four lane or divided highway. Such residences shall be provided with either a frontage or service road, or may have their back or side yards towards the road in question. Access shall be onto the lesser traveled of two streets for corner lots.

SECTION 1-12 LIMITATION OF ONE DWELLING ON ANY LOT

Not more than one principal building designed or available for use for dwelling purposes shall be erected or placed or converted to use as such on any lot in a subdivision or elsewhere in the City of Chicopee without the consent of the Board. Such consent may be conditional upon the providing of adequate ways furnishing access to each site for such buildings, in the manner as otherwise required for lots within a subdivision.

SECTION 1-13 WETLAND RESOURCE AREAS VERIFICATION

(See also Chicopee City Code Chapter 272 Wetland Protection Ordinance and Regulations)

No Definitive Plan shall be approved until the Conservation Commission has verified whether or not wetlands exist on the project site.

If no wetlands exist the developer must provide written confirmation from the Chicopee Conservation Commission to the Planning Board prior to a Definitive Plan approval.

If wetlands do exist or are suspected to exist, and they are within the jurisdiction of the Chicopee Conservation Commission, the developer must provide, to the Planning Board, confirmation from the Chicopee Conservation Commission that filing of a Notice of Intent is in progress. Definitive Plans may be conditionally approved by the Planning Board provided the filing of the Notice of Intent is in progress.

SECTION 1-14 BLOCKS

Lots shall be arranged in blocks of at least two tiers (minimum of 200' lot line to lot line) (no lot frontage on two streets except at corners), and no block shall be more than 1,000 feet long. **(See Appendix figure 1-14)**

SECTION 1-15 LOTS

No land adjacent to the subdivision shall be withheld by the developer which is not capable of satisfactory independent subdivisions into lots conforming to existing zoning requirements. There shall be no fragment of a lot or a remainder within a subdivision areas of less size then specified in the zoning ordinance of the city. Fragments and remainders must be incorporated into full size lots.

No lot regardless of size, which is rendered useless due to utility easements, right-of-ways, water courses, or topography, shall be shown as building lots on any subdivision. Such property shall be included in adjoining lots.

Side lines of lots shall, insofar as practicable, be at either right angles or radial to street lines.

Subdivisions which are not yet served by public sewer and/or public water supplies shall receive approval of the Board of Health prior to the approval of a Definitive Plan.

1-15A LOT GRADES

No artificial grade shall be established with greater than a twenty-five percent (25%) slope. In such case, retaining walls must be constructed.

If a slope is created that requires retaining walls, and the slope directly abuts currently developed property, exclusive of use, the retaining walls must be constructed and the slope stabilized in a manner acceptable to the City Engineer and the Planning Board prior to the issuance of any foundation or building permits.

Any slopes less than twenty-five 25% shall be stabilized in a manner acceptable to the City Engineer and the Planning Board.

SECTION 1-16 STREET DESIGN

Plans shall show the proposed right-of-way width, pavement width, location and the proposed alignment, grade, geometric details and cross sections of a typical proposed street, curbs and gutters (where applicable), sidewalks, monuments, and utilities. Street classification, pavement classification and thickness, classification and thickness of base and sub-base materials shall be indicated.

The following information shall be required: a) plans and profiles of all surrounding streets which are to connect to a street in the proposed subdivision (for a distance of 100' back from the boundary line of the proposed subdivision), b) elevations at all points of intersection (and percent grade between points of intersection) for all streets within the subdivision and for the intersection of adjoining streets.

1-16A STREET GRADES

Minimum street grade .5%
Maximum street grade 8%

1-16B MINIMUM PAVEMENT WIDTHS AND RIGHT -OF-WAY WIDTHS FOR NEW STREETS

Pavement widths shall be measured from curb face to curb face. Minimum pavement widths and right-of-ways shall follow the requirements as shown in the attached illustrations, with a minimum right-of-way width of 50' and a minimum pavement width of 30'. Subdivisions created along existing streets shall give easements to the city or dedicate additional right-of-ways if necessary, depending on the status of the street, to meet these minimum street requirements. At least a minimum right-of-way width shall be dedicated or an easement granted when a subdivision is on both sides of an existing street. When a subdivision is located on only one side of an existing street one-half of the required width, measured from the central line of the existing right-of-way, shall be dedicated or easement granted, depending on the status of the street. The Planning Board shall require local road pavement widths of 30'.

1-16C CURVES AND SIGHT DISTANCE CRITERIA

Where there is a change in the alignment of a street along the center line greater than 10°, a curve with a radius to insure safe sight distance shall be made. The minimum radii of a curve shall be as follows: along a collector street 200', along a local street (within subdivision) 100'. Curve radii are to be measured along the center line of the street.

A minimum sight distance of 200' shall be provided between reverse curves for local streets, and 275' for collector streets. A tangent between reverse curves of at least 100' shall be provided for local streets and 200' for collector streets.

1-16D CUL-DE-SAC AND DEAD END STREETS

A permanent dead end street shall be no longer than 800' unless local topographic or other physical conditions render these provisions impracticable. They should be provided with a turning circle having an outside

pavement radius of 60' and a right-of-way radius of 70'. In a temporary cul-de-sac, areas outside of the normal width may be abandoned to abutting property. When a dead end street extends only 100' past a street intersection, no temporary turning circle will be required. Alternative designs may be approved by the Planning Board if the developer can demonstrate that the alternative design will provide safe and adequate access and provide adequate turning ability for emergency and public service vehicles. Cul-de-sacs shall be designed with an interior landscaped circle designed to minimize maintenance **(See Landscape Regulations Section 1-30A-J)** The turning circles of two cul-de-sacs and the ends of two dead end streets shall be a minimum of 200' apart in order to maintain minimum lot depths of 100' and keep lots arranged in two tiers as noted in section 1-14 Blocks. **(See Appendix figure 1-16D)**. No Parking will be allowed within the cul-de-sac.

1-16E BERM RADII (CURB RADII)

The minimum berm radius at intersections shall be as follows: at two local streets 25', at the intersection of a local and collector street 30', and at the intersection of a collector and arterial road 35'. Radii may be altered to compensate for intersections other than those at a 90° intersection but must meet the minimum requirements as set forth above.

1-16F RESERVED STRIPS

Developers may be required to provide an easement to the city for reserve strips for future street connections to adjoining undeveloped property. These strips shall have the necessary radial intersections. The developer shall construct the street within the reserve strip.

SECTION 1-17 STREET INTERSECTIONS

1. No more than two (2) streets shall intersect or meet at any one point.
2. The center line of all streets entering into intersections shall pass through a single point.
3. All streets shall join each other so that for a distance of at least 100' the street is at right angles to the street it joins.
4. Grades approaching intersection shall not exceed 2% for a distance of not less than 100' from the center line of said intersection.
5. Intersections of local and collector streets shall be spaced the minimum of 250' apart from the same side measured from the points of intersection of the center line.
6. Two streets intersecting opposite sides of the third street are to have the same points of intersection or else their center lines are to be separated by the minimum of 200' of the third street.

SECTION 1-18 ROAD CONSTRUCTION STANDARDS

***NOTE - No construction materials may be brought onto a subdivision site nor any foundation or building permits be issued prior to the completion of the roadway up to and including the base pavement layer of the road (see standards below) . Infrastructure to include the following must also be installed prior to the issuance of any foundation or building permits ; water, sewer, storm drainage and retaining walls (see Section 1-15A Lot Grades).**

All street layouts must conform to the greatest degree possible to the natural contour of the land to eliminate unnecessary grading. Standards for the construction of all roads and utilities which are included shall be strictly adhered to. Failure to carefully follow the details of the standards and the schedule of the required

inspections will delay the release of covenants and/or bonds until the Superintendent of Streets is satisfied that the work has been adequately completed.

1. The entire area of every such street or way shall be cleared of stumps, rocks, roots and other unnecessary materials and of all trees not desirable for preservation.
2. All clay, loam and loamy materials shall be removed from the limits of the roadway and of the sidewalks (50' right-of-way) to such depth as may be required by the City Engineer, and shall be deposited outside the limits of such streets. All clay shall be disposed outside the limits of such streets. All clays shall be disposed of outside the limits of the subdivision. The space to the subgrade shall be filled with gravel or other suitable materials, thoroughly compacted. In street excavations where clay is encountered, the sub-grade must be excavated to a minimum of twenty-four inches (24") or as directed by the City Engineer, and refilled with coarse gravel thoroughly compacted.
3. All work in excavation and fill shall be brought accurately to grade. All side slopes in excavation and on adjoining lands shall not exceed a slope of more than 2 to 1 horizontal to vertical or as designated by the City Engineer.
4. All fill shall be gravel as per city standards or a substitute approved by the City Engineer.
5. The roadway shall be covered with gravel or good hardening materials as set by state highway standards and as may be prescribed by the City Engineer and the Superintendent of Streets and finished to the established grade and satisfaction of the City Engineer and the Superintendent of Streets. The grass belt and side slopes adjoining the street line shall be covered with loam at least 8" in depth so applied and stabilized as to insure against slipping within the 50' limit of the right-of-way.
6. Upon the prepared sub-grade shall be placed a gravel surface of twelve (12) inches in thickness uniformly spread, watered and rolled by a self-propelled roller of between ten (10) and fifteen (15) tons. Any depression that appears during or after the rolling shall be filled with gravel and re-rolled until the surface is true and even. The gravel used for the surfacing shall consist of hard, durable stone and coarse sand practically free from loam or clay. When spread on the road and rolled it shall form a stable foundation.
7. On a stabilized gravel base 0.6 of a gallon of T-3 or MC-2 per square yard shall be applied. The finished road shall consist of type I-1 bituminous concrete applied in two courses. Base course 1½" thick and final course of sand 1½" fine. This bituminous concrete shall be applied at a temperature of 275 to 300 degrees Fahrenheit; delivered on the site and rolled with tandem roller of no less than 10 ton capacity.
8. Berms of type I-1 bituminous concrete, six (6) inches high and seven (7) inches at the base (or granite of a size and shape approved by the City Engineer), shall be constructed at the edges of the traveled way.

SECTION 1-19 STREET NAMES / HOUSE NUMBERS

1-19A STREET NAMES

The name of a new street shall not duplicate existing or private street names in the City of Chicopee, or approximate such names in spelling, sound or pronunciation, or by the use of alternate suffixes such as lane, way, drive, court, avenue, boulevard, road or street. New streets shall bear the same name of any continuation of, or when in alignment with, an existing or private street. All street names shall be approved by the Planning Board before the approval of Definitive Plan. The Planning Board may name streets for Chicopee Veterans killed in action when the developer expresses no preference.

1-19B HOUSE NUMBERS

When a Building Permit is requested for a new lot the City's Engineering Department will assign a house number to the lot.

SECTION 1-20 STREET SIGNS

Street signs shall be provided by the developer and shall be installed prior to issuance of building and foundation permits in a manner acceptable to the Superintendent of Streets. Dead end streets shall be clearly marked as such. Traffic control signs with proper design shall be installed when necessary and shall be in conformance with the uniform manual on traffic control devices.

SECTION 1-21 MONUMENTS , LOT PINS AND BOUNDS

1-21A MONUMENTS

Granite or reinforced concrete monuments shall be placed where angles are turned in the survey, at street line intersections, at all points of change in direction of curvature of streets, and at such other locations as the Planning Board may designate. One bench mark must be placed in a location approved by the City Engineer for all subdivisions. Monument locations are to be inspected and approved by the City Engineer prior to the final release of any performance guarantees.

1-21B LOT PINS AND BOUNDS

The corners of all lots shall be marked with metal markers, iron pins, gun barrels, or rods approved by the City Engineer. Certification shall be made by the developer that all lot pins and bounds are in place as designated on approved plans before the issuance of foundation and building permits.

SECTION 1-22 PEDESTRIAN ACCESS /GRADE SEPARATED SIDEWALKS

1-22A SIDEWALKS ON TWO SIDES OF A STREET

Requirements for locating sidewalks on both sides of a road:

1. Grade separated sidewalks are to be provided on both sides of all collector roads.
2. Grade separated sidewalks shall be provided on both sides of a local road when:
 - a. When it leads to a school, church, or public buildings or places.
 - b. It leads to a commercial site.
 - c. The road provides the access to a subdivision of 15 or more homes.
 - d. The Planning Board deems necessary for the safety of future inhabitants of the subdivision or abutting lands.

1-22B SIDEWALKS ON ONE SIDE OF A STREET

Requirements for location sidewalks on one side of a road:

1. When a subdivision involves only one side of the collector road, a grade separated sidewalk shall be provided on that side.
2. A grade separated sidewalk shall be placed on one side of the street when it provides access to three or more homes.

1-22C SIDEWALK WAIVERS

The Planning Board may waive the grade separated sidewalk requirements for local roads when:

1. the subdivision has a density of less than one home per acre
2. grades exceed that set by ADA standards.
3. natural impediments such as rock outcrops, water bodies, significant or important vegetation, or other manmade or natural features that renders the construction of a sidewalk cost prohibitive in the opinion of the City Engineer.
4. The new subdivision road connects to a neighborhood without sidewalks.

Sidewalk waivers are subject to the following:

1. As of October 1, 2014, sidewalk waivers must be requested with a preliminary plan submission only. Until September 30, 2014, the Planning Board will accept sidewalk waiver requests for approved subdivision projects and subdivision projects in any stage of the approval process.
2. Cost estimate of the sidewalk requested to be waived must be provided to the Planning Board with the waiver request and will be subject to review and approval by the Engineering Department.
3. If a waiver of sidewalk construction is granted, prior to the commencement of site work, the Applicant will pay to the City of Chicopee a fee based on the length of the waived sidewalk multiplied by a rate per linear foot. The rate is to be set by the Planning Board, reviewed periodically in consultation with the City Engineering Department, and included in the Department of Planning & Development's posted fee schedule. Sidewalk compensation funds will be used for sidewalk construction elsewhere in the City.

1-22D SIDEWALK CONSTRUCTION AND DESIGN STANDARDS

1. Grade separated sidewalks shall be constructed according to standards approved by the City Engineer, and as diagramed in **Typical Cross section diagram (see appendix at the end of this document)**. Where appropriate, the same materials and procedures shall be used as for highway construction.
2. Handicapped ramps are to be provided at all intersections.
3. Grade separated sidewalks on cul-de-sacs shall be located on one side of the street, wrap around the loop with a crosswalk at the neck.
4. Sidewalks shall be 5 feet wide and where the sidewalk intersects a driveway the sidewalk shall continue uninterrupted through the driveway.
5. All sidewalks shall meet current ADA standards.

SECTION 1-23 ALTERNATIVE PEDESTRIAN ACCESS

After reviewing plans for a subdivision, the Planning Board may choose to modify the proposal, if necessary, by instituting one or more of the following options:

1-23A SHARED AUTOMOTIVE PEDESTRIAN SPACE

Shared automobile/pedestrian spaces shall consist of specially designed rights-of-way that can accommodate both automobiles and pedestrian uses on the same surface. Automobile traffic shall not exceed 10 m.p.h. in these areas. Signing, specially textured paving, such as granite rubble block, cobblestone, brick speed bumps or dips shall be used in conjunction with bollards and other devices to designate automobile and pedestrian areas. Through streets and other heavily traveled ways are not recommended for this treatment.

1-23B SEPARATE CIRCULATION SYSTEM

Separate circulation systems shall consist of an acceptably constructed walk sited on common near property lines of subdivided parcels, on storm or sanitary sewer easements or rights-of-way, or other separately deeded

parcels or easements. The circulation system will provide continued and open public access, and shall efficiently connect private households to each other and to other facilities. Provisions shall be made for adequate lighting and landscaping.

Approved pedestrian ways which are contiguous to a lot within a subdivision are to be constructed prior to the sale to that lot. The Director of Planning & Development may, after the setting of an appropriate bond, release lots for building permits prior to the installation of pedestrian ways; however, homes built on such lots are not be sold or occupied prior to the installation of the pedestrian ways.

SECTION 1-24 SEWAGE DISPOSAL

The sewage disposal system must be in compliance with Chicopee City Code for Sewer Use Chapter 230 and shall be approved by the Superintendent of Public Works and the Board of Health. No lots shall be issued foundation and/or building permits until a sewage disposal system has been approved by the Board of Health or has tied into the City's sewage disposal system.

1-24A AREAS WITH CITY SEWAGE DISPOSAL SYSTEM

All lots that are part of a subdivision proposed within an area of the City with a City sewage disposal system available must apply for and receive a Wastewater Discharge Permit, a Road Occupancy Permit, meet all requirements of said permits, be in compliance with Chicopee City Code for Sewer Use Chapter 230 and then connect to that system.

1-24B AREAS WITHOUT CITY SEWAGE DISPOSAL SYSTEM

Evidence of each lot's suitability as a building lot, without injury to the public health, shall be submitted to and approved by the Board of Health prior to issuance of any foundation and/or building permits. On site septic systems shall be located to facilitate future connection with a sewer system, unless health and drainage considerations make an alternate location desirable.

1-24C ADVANCED INSTALLATION

Sanitary sewers must be installed in accordance with Chicopee City Code for Sewer Use Chapter 230 on all subdivisions constructed in areas planned to be serviced by a sewer system in an approved capital improvement program. The applicant shall be required to cap the installed sanitary sewer system in order to render it unusable until such time as a connection is possible, the sanitary service lateral must have a cleanout structure at the property line. Details of the cleanout to be provided by the City Engineer. Exact locations and depths of sanitary leaveouts shall be provided to the City Engineer by the developer.

1-24D HOUSE CONNECTORS

When a sanitary sewer is constructed prior to the house construction or prior to sidewalk and pavement construction, the sanitary sewer house connector to serve each lot in a subdivision shall be installed to a point not less than six feet (6') within the front lot line. When a house is built in a subdivision containing the required capped sewage system, the house connection shall be extended to the house, a plumbing connection made to the sanitary drain, and the sanitary drain installed to a point in which the stack and sanitary drain can be readily connected. At said point of connection, the sanitary drain will be capped to prevent its being used to convey sewage. Said sanitary drain shall not be an obstruction in the basement and shall be arranged, whenever possible, so that the basement floor will not be disturbed when the building drain and stack are connected at some future date and the subdivision sewer system connected to the sewer system. Sanitary service lateral must have a cleanout structure at the property line, details for this cleanout to be provided by the City Engineer. The Building drain must be in compliance with Chicopee City Code for Sewer Use Chapter 230.

Pending the uncapping and use of sanitary drain, a relief vent shall be connected from the sanitary drain to the stack vent. T's and Y's shall be used to connect sanitary house connectors at the main.

1-24F WETLAND RESOURCE AREA PROTECTION

All onsite waste disposal shall be designed in compliance with Massachusetts State Sanitary Code Title V.

SECTION 1-25 STORMWATER MANAGEMENT

A drainage system shall be designed and constructed by the developer to provide for the drainage of surface water of the subdivision or development, and for the drainage area of which it is a part. Please refer to **Chicopee City Code Chapter 231**.

SECTION 1-26 EROSION AND SEDIMENT CONTROL PLAN

In the event that any developer shall intend to make changes in the contour of any land proposed to be subdivided, developed, or changed in use by grading, excavating, or the removal or destruction of natural top soil, trees, or other vegetative covering thereon, the same shall only be accomplished after the owner of said land or his agent has submitted to the Planning Board, or its duly authorized representative for approval, a plan for erosion and sedimentation control. **(See also Chicopee City Code Chapter 231)**

Such plans shall contain adequate measures for the control of erosion and siltation. The City Engineer shall review these plans as submitted, and shall take necessary steps to insure compliance by the developer with these plans as finally approved.

SECTION 1-27 FLOOD PRONE AREAS

1-27A DEVELOPMENT WITHIN 100 YEAR FLOODPLAIN

Development occurring within the area of the 100 year floodplain will be subject to sections of Chicopee **City Code Chapter 275-64, Chicopee Wetlands Protection Ordinance and associated Regulations**, and **Chicopee City Code Chapter 231**.

1-27B DEVELOPMENT OUTSIDE 100 YEAR FLOODPLAIN

Chicopee Wetlands Protection Ordinance and associated Regulations. And Chicopee City Code Chapter 231.

All land which is exposed to the danger of flooding shall be developed in a manner which is appropriate in light of a need to reduce flood damage. The use should represent an acceptable social and economic use of the land in relation to the hazards involved, and shall not increase the danger to human life.

SECTION 1-28 WATER

1-28A CITY WATER SOURCE

All design work for proposed watermain extensions shall be done by a registered professional engineer hired by the developer and the design approved by the Chicopee Water Department. Copies of the "Construction Standards and Materials Specifications" for installing watermains and house service connections must be obtained at the Chicopee Water Department office and they shall be used for the design of the proposed water system of the development. All work shall conform to Water Department standards. The exact location of mains, valves, and lines shall be filed with the Chicopee Water Department in the form of "As Built Plans"

submitted to the Department of Planning and Development within 30 days of the project completion. **(See Section 1-9 “As Built Plans ”)**

1-28B OTHER SOURCES OF WATER

Where the City water will not be serving a subdivision, proof of adequate water supply shall be shown to the Planning Board.

SECTION 1-29 TELEPHONE , ELECTRICAL , OTHER UTILITY LINES AND STREET LIGHTS

All new telephone, cable TV, or electric utility lines, with the exception of primary electrical utility lines, shall be installed underground.

On roads that are to be conveyed to the City, the Chicopee Electric Light will provide the lighting (wood pole with cobra head fixture) on every other pole where the primary is installed overhead or approximately every 250' +/- 50' where the utility is installed underground. On private roads lighting is at the discretion of the developer. All underground facilities (conduit, manholes, and transformer pads etc.) shall be installed per Chicopee Electric Light construction standards and shall meet the requirements of the National Electric Code.

The costs associated with the installation of the underground electric infrastructure shall be the responsibility of the developer.

SECTION 1-30 LANDSCAPING REGULATIONS

Provisions shall be made for street tree plantings and landscape improvements on all approved subdivisions. This section is intended to establish minimum standards for the design of landscapes for all land development projects requiring Site Plan Review which includes Subdivisions. The purpose is to improve the community aesthetically, economically and environmentally. This section improves the appearance of the community through the provision of and the preservation of trees in order to better control soil erosion, reduce the hazards of flooding, stabilize the ground water tables, absorb carbon dioxide, supply oxygen, provide shade for cooling, screen noise, dust, glare, and preserve, protect and enhance the natural environment. The goal shall include integration with new developments, existing neighborhoods, undeveloped lands, and abutting uses. Landscape improvements will be constructed within improved portions of the right-of-way or within right-of-way including any pedestrian circulation system constructed separately from a roadway. Any of the following approaches may singly or in combination be approved by the Planning Board as a means of satisfying this requirement.

Landscape plans are to be approved as part of the subdivision approval and completion is to be at the same time as automobile travel ways.

Landscape improvements are to be shown on the subdivision plans approved by the Planning Board, and must indicate species, size, location, and planting conditions of the trees and shrubs to be used. Previously approved subdivisions may have their landscape plans altered by the Board upon the recommendation of the Director of Planning & Development and petition of the developer.

Developers are responsible for integrating trees and other landscape amenities in a manner that provides an aesthetically pleasing design scheme and works with necessary utilities. Utilities shall be located in such a manner as to not disrupt a streetscape planting scheme.

1-30A DEFINITIONS

The following definitions shall apply to the regulation and control of landscaping within this section:

- 1. Caliper:** A standard trunk diameter measurement for nursery grown trees taken six (6) inches above the ground for up to and including four (4) inch caliper size, and twelve (12) inches above the ground for larger sizes.
- 2. Critical Root Zone (CRZ):** A circular region measured outward from a tree trunk representing the essential area of roots that must be maintained in order for the tree's survival. The critical root zone is one foot of radial distance for every inch of tree DBH, with a minimum of eight (8) feet.
- 3. Deciduous:** Those plants that annually lose their leaves.
- 4. Drip Line:** A vertical line extending from the outermost edge of the tree canopy or shrub branch to the ground.
- 5. Evergreen:** Those plants that retain foliage throughout the year.
- 6. Evergreen Screen:** A plant growing over six (6) feet in height at maturity that retains foliage year round that is planted to provide a dense vegetative screen for purposes of visual mitigation.
- 7. Landscaping:** The process or product of site development including grading, installation of plant materials, and seeding or sodding of turfgrass or installation of groundcover.
- 8. Ornamental Tree:** A small to medium tree generally growing fifteen (15) to forty (40) feet in height at maturity. Ornamental trees are planted for aesthetic purposes such as colorful flowers, interesting bark, or fall foliage etc.
- 9. Shade Tree:** A large growing tree usually over forty (40) feet in height at maturity, usually deciduous, that is planted to provide canopy cover and shade.
- 10. Street Tree:** A tree planted along a street right of way. Street trees should be tolerant of conditions found in the urban environment.

1-30B STREET TREES

It is the developer's responsibility to plant a minimum of two street or ornamental trees in front of each building lot within the street right of way. The Planning Board will not recognize any agreements between the developer and the prospective lot owner. Trees shall be planted prior to the City's acceptance of the street. Trees shall be 2" caliper minimum and shall be located so as not to interfere with utility lines or with site distance clearance or driveways or intersections. Utilities shall be located in such a manner as to not disrupt a streetscape planting scheme.

1-30C SELECTIVE CLEARING OF WOODED AREAS

In heavily wooded areas, the developer may selectively clear, preserving mature or specimen trees, to provide open space or view sheds to sights of significant beauty. Cleared areas shall be loamed and seeded with grass seed or wildflower seed mix. The Planning Board strongly encourages the preservation of existing important vegetation.

1-30D SHRUB AND EVERGREEN SCREENING

The developer shall provide shrub and or evergreen screening around any aboveground utility structures (transformers, traffic controllers excluding utility poles). A dense evergreen buffer a minimum of 6' tall at planting time shall be planted along the common boundary where residential developments abut business and/or industrial zones or uses. Evergreen trees utilized for screening requirements as described by the Zoning Ordinance shall not be counted towards fulfilling the requirements of street trees or cul-de-sac plantings.

1-30E CUL-DE-SAC PLANTINGS

The inner circles of cul-de-sacs are to be landscaped with a minimum of 5 shade or ornamental trees. Shade trees shall be a minimum of 2” caliper and Ornamental trees shall be a minimum of 8’ tall (measured from the top of the root ball to the top of the tree) at the time of planting. Trees shall be spaced as to allow for optimum growth and not interfere with utility lines. **(See Section 1-30 Landscape Regulations for developer’s responsibility regarding planting scheme)** Preservation of existing important vegetation within the inner cul-de-sac circle may be considered as an alternative to the above mentioned requirement.

1-30F TREE PRESERVATION AND CARE DURING CONSTRUCTION .

1. Existing trees should be preserved whenever possible.
2. When selecting which trees to preserve, the following shall be considered: existing and proposed grading; age, condition, and type of tree; and location of site improvements and utility connections.
3. Should any tree planted for the purposes of fulfilling any landscaping regulations dies for any reason prior to the final acceptance of the subdivision, the developer is responsible for the replacement of the tree.

1-30G PROTECTION OF TREES SELECTED FOR PRESERVATION

1. No person may trim, cut or remove a public shade tree without the permission of the City’s Tree Warden. **(See also Massachusetts General Law Chapter 87 and Chicopee City Code Chapter 257)**
2. Any tree selected for protection shall have a “Critical Root Zone” established of 1 foot radius for each inch of trunk diameter.
3. The “Critical Root Zone” shall be protected by placing hard fencing at the perimeter of the zone.
4. Within the “Critical Root Zone” there shall be no activity such as soil disturbance, trenching, storage of soil or soil compaction.
5. In situations where it may not be practical to protect the entire “Critical Root Zone” such as roadside trees, The Tree Warden and or his designee and the Developer shall work together to establish a zone of tree protection that makes the most sense.
6. Trees with an established “Critical Root Zone” shall also have the trunk and bark protected in a manner acceptable to the Tree Warden and or his designee.
7. Grades shall not be changed within the “Critical Root Zone” of any tree selected for preservation.

1-30H LANDSCAPE STANDARDS AND SPECIFICATIONS

1. The developer shall furnish and install all plant materials listed on the approved landscaping plan.
2. Plant materials shall conform to the requirements described in the latest edition of American Standard for Nursery Stock, which is published by the American Association of Nurserymen.
3. Selected plant materials must be approved by the Director of Planning and Development and/or the Development Manager for the Department of Planning and Development.
4. Shade trees must be a minimum of two (2) inches in caliper. Ornamental trees must be a minimum of eight (8) feet at the time of planting. (Eight (8) feet from the top of the root ball to the top of the tree.

5. No tree or shrub may be planted within 20 feet (20') of the intersection of any two or more public streets as described in **Chicopee City Code 275-33**.

6. Do not use staking materials unless absolutely necessary. If staking is necessary, then the developer/property owner must remove the staking materials after one full growing season.

7. All trees shall be mulched with a three (3) to four (4) inch layer of bark mulch or other similar material to cover the area under the tree out to the drip line. Other Planting areas shall be mulched as a general area to a depth of three (3) to four (4) inches.

1-30I ALTERNATIVE METHODS OF COMPLIANCE

1. Alternate Landscaping Plans, plant materials, or planting methods may be used where unreasonable or impractical situations would result from application of landscaping requirements, or where necessary to protect existing vegetation. Such situations may result from streams, natural rock formations, topography, or other physical conditions; or from lot configuration, utility easements, or unusual site conditions. It does not pertain to self-created design issues that prove no hardship to those items listed above.

2. The Director of Planning and Development and/or the Development Manager of the Department of Planning and Development may approve an alternate plan which proposes different plant materials or methods provided that quality, effectiveness, durability, and performance are equivalent to that required by these regulations.

3. If the required number of trees to be planted on a particular site cannot be met for a reason that is acceptable to the Planning Board, the developer shall reimburse the City of Chicopee for the value of the trees not planted plus the cost of planting. This figure is available in the Department of Planning and Development fee schedule.

1-30J PLANT SUBSTITUTION

Due to seasonal planting problems and lack of plant availability, approved Landscape Plans may require minor revisions. The Director of Planning and Development and/or the Development Manager of the Department of Planning and Development may approve minor revisions to the planting plans if:

1. There is no reduction in the quantity of plant material.

2. There is no significant change in size or location of plant materials.

3. The new plants are of the same general category (i.e., Shade Tree, Ornamental Tree, Evergreen, or Shrub) and have the same general design characteristics and growth habits (mature height, crown spread) as the materials being replaced. **(See the Urban Tree Planting Guide by the Department of Planning and Development)**

SECTION 1-31 PROCEDURES FOR THE SUBMISSION AND APPROVAL OF PLANS

1-31A PRE-APPLICATION CONFERENCE

It is required that prior to a formal application for approval under these rules and regulations, the owner, developer or representative of the proposed Subdivision Plan meet with the Director of Planning & Development, or his/her designee to discuss the suitability of the site for the proposed use. The presentation should include an assessor's map (or suitable alternative), a zoning map, and U.S.G.S. location map (1"=2000') showing its relationship to surrounding land. Desirable information would also include available

contour information, the location of utilities and easements, soil conditions and a sketch plan of the proposed plan.

1-31B PREPARATION OF PLANS

Plans shall be prepared by a registered professional Civil Engineer or Land Surveyor licensed by the Commonwealth of Massachusetts.

1-31C PRELIMINARY PLAN

Preliminary plans shall be required for all Subdivision projects. Preliminary Plan approval is NOT required prior to the submittal of Definitive Plans. If a developer prefers to waive the Preliminary submission requirement he/she must formally request a waiver from the Planning Board. (Waiver applications are available in the Planning Department.) Preliminary Plans must meet all submission requirements. (Section 1-32 A-H)

Preliminary Plans must be submitted during working hours at the Department of Planning & Development office at least four (4) weeks prior to the scheduled hearing before the Planning Board. **(Meeting and Deadline Schedule is available at the Department of Planning and Development).**

Every person submitting a Preliminary Plan to the Planning Board shall send notice to the Clerk of the City of Chicopee by certified mail or in person where a receipt can be obtained, stating that said plan has been submitted. This notice shall describe the subject property, the name and address of the owner of the property, and the date of submission. An annotated copy of the Preliminary Plan Application form is sufficient to meet this requirement.

1-31D TENTATIVE APPROVAL, APPROVAL WITH MODIFICATIONS, OR DISAPPROVAL OF PRELIMINARY PLANS

Preliminary Plans will be reviewed in order to determine their compliance with the design requirements of the Planning Board and Site Plan Review Advisory Committee (SPRAC). Within forty-five (45) days from the time the City Clerk has received a notice of submission, the Board shall approve, disapprove, or approve with modifications the Preliminary Plan. The Board shall notify (after receipt has been acknowledged with a signature) the applicant and the City Clerk that the plan has been approved or that the plan has been approved with modifications as enumerated in the notice, or has been disapproved with reasons for such action.

1-31E DEFINITIVE PLAN

Definitive Plans will not be accepted until a Preliminary Plan has been submitted to and approved by the Planning Board.

Definitive Plans must meet all submission requirements plus any revisions requested of the Planning Board and or Site Plan Review Advisory Committee (SPRAC).

A Definitive Plan must be presented to the Planning Board within ten (10) months after approval of the Preliminary Plan or all previous actions are nullified. Plans must be submitted during working hours at the Department of Planning & Development office at least four (4) weeks prior to the scheduled hearing before the Planning Board. **(Meeting and Deadline Schedule is available at the Department of Planning and Development).**

Every person submitting a Definitive Plan to the Planning Board shall send notice to the Clerk of the City of Chicopee by certified mail or in person where a receipt can be obtained, stating that said plan has been submitted. This notice shall describe the land of the plan, sufficiently for identification, the name and address of the owner of the property, and the date of submission.

1-31F APPROVAL , MODIFICATION OR DISAPPROVAL OF DEFINITIVE PLANS

Within ninety (90) days of the final submission, the Planning Board shall file with the City Clerk a certificate of action, and shall send a copy of such action to the applicant. The Planning Board may approve, approve with modifications, or disapprove the Definitive Plan. In the event of disapproval, the Planning Board shall state in detail where the plan does not conform to the rules and regulations of the Board, or to the recommendations of the Board of Health. Final approval may be delayed for such further times as may be agreed upon at the written request of the applicant for up to 12 months from the date upon which written notice was received by the City Clerk.

SECTION 1-32 SUBDIVISION PLAN SUBMISSION REQUIREMENTS - PRELIMINARY PLANS

****NOTE - THE PLANNING BOARD WILL HEAR, AT THEIR NEXT SCHEDULED MEETING, ONLY THOSE PLANS SUBMITTED BY THE SUBMISSION DEADLINE FOR THAT MONTH 'S MEETING. ANY REVISIONS MADE TO PLANS, SUBMITTED AFTER THE SUBMISSION DEADLINE, WILL NOT BE HEARD BY THE PLANNING BOARD UNTIL THE NEXT MONTH 'S SCHEDULED MEETING.**

1-32A GENERAL REQUIREMENTS :

All Preliminary Plan Submissions **must** contain the following on separate sheets:

FOURTEEN (14) COPIES OF PLANS (SEE BELOW) ACCOMPANIED BY APPLICATION AND APPROPRIATE FILING FEE. (FEE SCHEDULE AVAILABLE IN THE OFFICE OF PLANNING AND DEVELOPMENT)

A PLAN SUBMISSION THAT DOES NOT CONTAIN ALL OF THE ITEMS LISTED IN THIS SECTION (1-32A) MAY RESULT IN A DELAY IN PLACING THE PROJECT ON THE PLANNING BOARD 'S AGENDA UNTIL THE MISSING ITEMS ARE SUBMITTED .

13 - 24"x36" format at 1"=20' scale

1 - 11"x17" format

- Title Page
- Existing Conditions Plan
- Proposed Layout Plan - If a project requires more than one 24"x36" sheet at 20 scale, provide one (1) sheet that shows entire project at an appropriate scale to fit the sheet in addition to the 20 scale plans.
- Grading and Drainage Plan (with three (3) copies of Drainage Calculations) (See Chicopee City Code Chapter 231)
- Utility Plan
- Landscape Plan

All plan pages must contain a title block with the following information:

- Project name and address
- North arrow
- Scale
- Signature and stamp of Registered Professional Engineer or Land Surveyor licensed by the Commonwealth of Massachusetts
- Date of submission plus dates of any revisions
- Page number as it corresponds to the index on Title page

1-32B TITLE PAGE

Title Page must include the following information:

- Project Name
- Date of Submission plus the dates of any revisions
- Locus Map within the context of the City of Chicopee
- Address of Project
- Name, Address, Phone and Fax number of owner, designer, engineer or surveyor.
- Signature and stamp of Registered Professional Engineer or Land Surveyor licensed by the Commonwealth of Massachusetts
- Index of Pages
- Zoning Review to include the following:
 - Zoning District
 - Setbacks - minimum required and proposed
 - Lot area - minimum required and proposed
 - Lot frontage - minimum required and proposed
 - Lot depth - minimum required and proposed
 - Building area - maximum allowed and proposed
 - Building height - maximum allowed and proposed
 - Building coverage (% of site covered by building) - maximum allowed and proposed
 - Impervious coverage (% of site covered by asphalt, concrete etc.(not including building) maximum allowed and proposed
 - Total impervious area (combined % of building and paving) - maximum allowed and proposed
 - Off street parking - minimum required and proposed
 - Number of shade and/or ornamental trees - minimum required and proposed

1-32C EXISTING CONDITIONS PLAN

Existing Conditions Plan must contain the following if applicable:

- Lot lines with dimensions (can be taken from deed or City Assessor maps)
- Existing streets (with names)
- Existing curb cuts
- Existing easements within the site and adjacent to it
- Topography showing general contours (U.S.G.S. Map or other)
- All street intersections within 100' of the lot boundary
- Indication of suspected resource areas
- Estimated 200' Riverfront area boundary
- Existing rock outcroppings
- Existing street trees
- Existing trees over six inches (6") in diameter on the site or general tree cover where more appropriate
- Existing buildings
- Existing utilities (water, electric, sewer etc.)
- General areas of existing paving

1-32D PROPOSED LAYOUT PLAN

Proposed Layout Plan must include the following if applicable:

- Lot lines with dimensions for entire parcel to be subdivided (can be taken from deed or City Assessor maps)
- Proposed street and sidewalk locations
- Proposed areas of new easements within the site and adjacent to it
- Indication of suspected resource areas
- Estimated 200' Riverfront area boundary

- Existing streets (with names)
- All street intersections within 250' of lot boundary
- Proposed new lot lines.
- Indication of the need for fences and retaining walls
- Indication of vegetated buffer zones

1-32E GRADING AND STORMWATER MANAGEMENT PLAN

Grading and Stormwater Management Plan must contain the following if applicable:
(See Chicopee City Code Chapter 231)

- Lot lines with dimensions (can be taken from deed or City Assessor maps)
- Proposed and existing easements within the site and adjacent to it
- Indication of suspected resource areas
- Estimated 200' Riverfront area boundary
- Proposed building footprints (including accessory buildings.)
- General areas of proposed paving (driveways, parking areas, sidewalks, etc.)
- Topography showing general contours (U.S.G.S. Map or other)
- General cut and fill areas indicated
- Indication of the need of retaining walls
- Indication of the need for off-site grading
- Proposed system of surface storm drainage including areas for retention and detention basins and general structure locations. **(See Chicopee City Code Chapter 231)**
- Soil map and depth to water table
- Three (3) copies of drainage calculations shall accompany this plan. They must show the existing and proposed flow of water through the site, the capacity of proposed drainage structures, and the capacity of receiving drainage feature(s) or structure(s) **(See Chicopee City Code Chapter 231 for any additional requirements)**
- Indication of the need for any offsite work

1-32F UTILITY PLAN

Utility Plan must contain the following if applicable:

- Lot lines with dimensions (can be taken from deed or City Assessor maps)
- Proposed and existing easements within the site and adjacent to it
- General location for proposed location of water supply, water lines
- General location for proposed sanitary drainage line.
- General location for proposed Electric supply (transformers, poles, conduit, handholes etc.)
- Fire hydrant location

1-32G LANDSCAPE PLAN

Landscape Plan must comply with “**Landscape Regulations** ”
Section 1-30A-J and also contain the following:

- Lot lines with dimensions (can be taken from deed or City Assessor maps)
- Proposed and existing easements within the site and adjacent to it (if applicable)
- Proposed street and sidewalk locations
- Indication of suspected resource areas

- Estimated 200' Riverfront area boundary
- Locations of proposed trees.
- Indication of plantings used for screening purposes (if applicable)

1-32H CROSS SECTIONS

The following Cross Sections must be included as part of the plan submittal:

- Typical Road Cross sections
- Cross Sections of any Retention and or Detention basins

SECTION 1-33 SUBDIVISION PLAN SUBMISSION REQUIREMENTS - DEFINITIVE PLANS

****NOTE - THE PLANNING BOARD WILL HEAR, AT THEIR NEXT SCHEDULED MEETING, ONLY THOSE PLANS SUBMITTED BY THE SUBMISSION DEADLINE FOR THAT MONTH 'S MEETING. ANY REVISIONS MADE TO PLANS, SUBMITTED AFTER THE SUBMISSION DEADLINE, WILL NOT BE HEARD BY THE PLANNING BOARD UNTIL THE NEXT MONTH 'S SCHEDULED MEETING.**

1-33A GENERAL REQUIREMENTS

All Definitive Plan Submissions **must** contain the following on separate sheets:

****NOTE** - Definitive Plans must contain any revisions to Preliminary Plans as required by the Planning Board and or the Site Plan Review Advisory Committee. (SPRAC)

FOURTEEN (14) COPIES OF PLANS ACCOMPANIED BY APPLICATION AND APPROPRIATE FILING FEE. (FEE SCHEDULE AVAILABLE IN THE OFFICE OF PLANNING AND DEVELOPMENT)

A PLAN SUBMISSION THAT DOES NOT CONTAIN ALL OF THE ITEMS IN THIS SECTION (1-33A) MAY RESULT IN A DELAY IN PLACING THE PROJECT ON THE PLANNING BOARD 'S AGENDA UNTIL THE MISSING ITEMS ARE SUBMITTED .

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1 - 11"x 17" format

- Title Page
- Existing Conditions Plan
- Proposed Layout Plan - If a project requires more than one 24"x36" sheet at 20 scale, provide one (1) sheet that shows entire project at an appropriate scale to fit the sheet in addition to the 20 scale plans.
- Grading and Drainage Plan (with three (3) copies of Drainage Calculations) **(See Chicopee City Code Chapter 231)**
- Utility Plan
- Landscape Plan
- Cross Sections
- Details

All pages must contain a title block with the following information:

- Project name and address
- North arrow (if page contains a Plan View)
- Scale
- Signature and stamp of Registered Professional Engineer or Land Surveyor licensed by the Commonwealth of Massachusetts
- Date of submission plus dates of any revisions
- Page number as it corresponds to the index on Title page

1-33B TITLE PAGE

Title Page must include the following information:

- Project Name
- Date of Submission plus the dates of any revisions
- Locus Map within the context of the City of Chicopee
- Address of Project
- Name, Address, Phone and Fax number of owner, designer, engineer or surveyor.
- Signature and stamp of Registered Professional Engineer or Land Surveyor licensed by the Commonwealth of Massachusetts
- Index of Pages
- Zoning Review to include the following:
 - Zoning District
 - Setbacks - minimum required and proposed
 - Lot area - minimum required and proposed
 - Lot frontage - minimum required and proposed
 - Lot depth - minimum required and proposed
 - Building area - maximum allowed and proposed
 - Building height - maximum allowed and proposed
 - Building coverage (% of site covered by building) - maximum allowed and proposed
 - Impervious coverage (% of site covered by asphalt, concrete etc.(not including building) maximum allowed and proposed
 - Total impervious area (combined % of building and paving) - maximum allowed and proposed
 - Off street parking - minimum required and proposed
 - Number of shade and/or ornamental trees - minimum required and proposed

1-33C EXISTING CONDITIONS PLAN

Existing Conditions Plan must contain the following if applicable:

- Property line survey showing lot lines with dimensions
- Locations of permanent monuments
- Existing streets (with names)
- Existing curb cuts
- Complete names of each owner of record of abutting properties
- Existing easements within the site and adjacent to it
- Existing topography showing two foot (2') maximum contours
- All street intersections within 250' of the lot boundary
- Surveyed boundaries of resource areas as defined by **Chicopee City Code Wetland Protection Ordinance Chapter 272 Regulations Part 1 section 10.02**
- Boundary of 200' Riverfront area as defined in **Massachusetts General Laws Chapter 131 Section 40 Regulations 310 CMR 10.58(2)**
- Existing rock outcroppings
- Existing street trees
- Existing trees over six inches (6") in diameter on the site or general tree cover where more appropriate
- Existing buildings
- Existing utilities (water, electric, sewer etc.)
- Existing paving
- Existing ground level on the center line and abutting gutters, grades on the center line of abutting streets.
- Existing fences and retaining walls

1-33D PROPOSED LAYOUT PLAN

Proposed Layout Plan must include the following if applicable:

- Property line survey showing lot lines with dimensions for entire property as well as individual new lots.
- Complete names of each owner of record of abutting properties
- Proposed easements within the site and adjacent to it
- Surveyed boundaries of resource areas as defined by **Chicopee City Code Wetland Protection Ordinance Chapter 272 Regulations Part 1 section 10.02**
- Boundary of 200' Riverfront area as defined in **Massachusetts General Laws Chapter 131 Section 40 Regulations 310 CMR 10.58(2)**
- Existing streets (with names)
- New street(s) with proposed names (**See section 1-19A**)
- All street intersections within 250' of lot boundary
- Proposed building envelope on each proposed new lot
- Proposed road alignment
- Proposed curbs/berms and gutters
- Sidewalk location (See Section 25)
- Proposed right of way and pavement widths
- Signage
- Fences and retaining walls

1-33E GRADING AND STORMWATER MANAGEMENT PLAN

Grading and Stormwater Management Plan must contain the following if applicable:
(**See Chicopee City Code Chapter 231**)

- Property line survey showing lot lines with dimensions
- Complete names of each owner of record of abutting properties
- Proposed and existing easements within the site and adjacent to it
- Surveyed boundaries of resource areas as defined by **Chicopee City Code Wetland Protection Ordinance Chapter 272 Regulations Part 1 section 10.02**
- Boundary of 200' Riverfront area as defined in **Massachusetts General Laws Chapter 131 Section 40 Regulations 310 CMR 10.58(2)**
- Proposed building envelope of each proposed new lot
- Proposed paving (streets, sidewalks, estimated driveway area etc.)
- Topography showing existing and proposed two-foot (2') maximum contours. (Existing contours shall be dashed lines, proposed contours shall be solid lines)
- Detailed cut and fill areas indicated
- Retaining walls
- Indication of off site grading
- Proposed system of surface storm drainage including retention and detention basins and all surface drainage structures
- Soil map and depth to water table
- An erosion control plan shall accompany this plan. This shall demonstrate adequate measures for the control of erosion, sedimentation and control of wind blown materials.
- Three (3) copies of drainage calculations shall accompany this plan. They must show the existing and proposed flow of water through the site, the capacity of proposed drainage structures, and the capacity of receiving drainage feature(s) or structure(s) (**See Chicopee City Code Chapter 231 for any additional requirements**)

1-33F UTILITY PLAN

Utility Plan must contain the following if applicable:

- Property line survey showing lot lines with dimensions
- Complete names of each owner of record of abutting properties
- Proposed and existing easements within the site and adjacent to it
- Proposed building envelope of each proposed new lot
- Proposed paving (streets, sidewalks, estimated driveway area etc.)
- Proposed system of water supply, water lines
- Sanitary drainage line, sanitary facilities
- Electric supply (transformers, poles, conduit, handholes etc.)
- Fire hydrants
- Any other underground utilities
- Street lighting and accessory lighting

1-33G LANDSCAPE PLAN

Landscape Plan must comply with “**Landscape Regulations** ”

Section 1-30A-J and also contain the following:

- Property line survey showing lot lines with dimensions
- Complete names of each owner of record of abutting properties
- Proposed and existing easements within the site and adjacent to it (if applicable)
- Proposed building envelope of each proposed new lot
- Proposed paving (streets, sidewalks, estimated driveway area etc.)
- Surveyed boundaries of resource areas as defined by **Chicopee City Code Wetland Protection Ordinance Chapter 272 Regulations Part 1 section 10.02**
- Boundary of 200’ Riverfront area as defined in **Massachusetts General Laws Chapter 131 Section 40 Regulations 310 CMR 10.58(2)**
- Detailed locations of plant material including any preserved existing vegetation
- A detailed planting list showing botanical and common names, size and quantity of plant materials. **(See City of Chicopee, Guide to Urban Trees and Planting Details for some recommended species)**
- In addition to “**Landscape Regulations**” **Section 1-30A-J** the Landscape plan must show any proposed shrub, perennial, and mulched or lawn areas within the City Right of Way
- Show any plantings used for screening purposes (if applicable)

1-33H CROSS SECTIONS

The following Cross Sections must be included as part of the plan submittal:

1. Road Cross Sections
2. Utility Trench
3. Retaining Walls (if applicable)

1-33I DETAILS

The following details must be included as part of plan submittal: (See detail sheets at the end of this document)

1. Catch Basin
2. Manhole

3. Sewer Manhole
4. Berm
5. Curb
6. Retaining Walls (if applicable)
7. Electric manhole, b-holes, handholes and transformer pads
8. Planting (Shade Tree, Evergreen, Shrub) (See Appendix)
9. Tree Protection (if applicable)