



## **Scituate Planning Board**

### **APPLICATION FOR FLEXIBLE OPEN SPACE SPECIAL PERMIT**

Updated May 2021

#### **General Information for Applicants:**

Any proposal that impacts, or involves any change in, or additional connections to, town sewer or the municipal water supply must present a preliminary plan to the Sewer or Water Commissioners detailing the existing and proposed water and sewer usage before filing an application with the Planning Board.

It is strongly recommended that all applicants meet first with the Town Planner, then schedule an informal discussion with the Planning Board, prior to filing an application for a Flexible Open Space Special Permit. Sketches or draft plans should be brought to these discussions. Applicants are also encouraged to informally review projects within 100' of wetlands with the Conservation Commission, and discuss with the Department of Public Works the location and installation of water, storm drainage and other infrastructure proposed to connect to the town system.

The Planning Board reserves the right to disapprove incomplete submissions at any time if, in its opinion, review of a plan is hampered by the absence of required information. In the event that incomplete plans are submitted to the Board, after opening a Public Hearing, the Board may vote to disapprove the plan and return plans to the applicant as incomplete. The Board shall cite those specific regulations with which the plan is not in compliance in a letter noting the reason for the Board's action, which shall be filed with the Town Clerk. In the event of such disapproval, the Board reserves the right to retain any filing or review fees.

#### **Checklist for applicants:**

When applying for approval of a Site Plan Special Permit, please include the following in your submission:

- \_\_\_\_\_ 1) Twenty(20) copies of this form and of the deed, a signed purchase and sale agreement, and/or documentation authorizing submission by anyone other than the owner, as applicable;
- \_\_\_\_\_ 2) 20 copies of the plan prepared in accordance with Town of Scituate Zoning Bylaw, Section 770.4, Site Plan Special Permit, Application Requirements. All plan copies must be folded.
- \_\_\_\_\_ 3) PDF files of the full application package (application form, deed, P&S is applicable, CAD File, etc.) and plan by e-mail concurrently with the physical receipt of the hard copies of the application and plan in the office.
- \_\_\_\_\_ 4) A check for \$750 payable to the Town of Scituate;
- \_\_\_\_\_ 5) A copy of a completed Request for Abutters; and
- \_\_\_\_\_ 6) Where changes to the parking area are needed, the Planning Board may require an additional copy of the plan, 11 copies of drainage calculations prepared by a Registered Professional Engineer and a deposit to cover the cost of review by the town's consulting engineer. Check with the Planning Board staff for more information.

Name of Applicant:	Address:	Phone:
Owner of Property if different from applicant:	Address:	Phone:
Address or Location of Property and Area (sq. ft.):	Map-Block-Lot:	Zoning District(s):
Name of Engineer or Surveyor:	Address:	Phone:
Present Building Footprint(s):	Proposed Building Footprint(s):	Zoning relief requested? (Please attach application +/-or decision.)
Present Use of Property:	Proposed Use(s) or Change in Use:	Zoning relief requested? (Please attach application +/-or decision.)
Parking Spaces Presently Needed:	Parking Spaces Needed by New or Expanded Use:	No. of Additional Parking Spaces required by New or Expanded Use:
Applicant's Signature:		Owner's Signature (If Not Applicant):
		Owner's Address:

**Please Provide Information to Determine Compliance with  
Scituate Zoning Bylaw Sections 550.2, 550.3, 550.5 and 550.6, to show the following:**

1. The number of lots for building sites does not exceed the number of buildable lots which could be created through conventional development of the site as determined by an approved Conventional Density Sketch Plan for the parcel.
  
2. A restriction shall be provided that no lot in the Flexible Open Space Development may be further subdivided into additional building lots.

3. Each lot is of a size capable of supporting the construction of a single or two-family dwelling, its accessory structures in accordance and an individual sewage disposal system, unless a viable alternative method of sewage disposal is proposed.
4. No more than one single or two family dwelling and its accessory structures and uses is located on a proposed Flexible Open Space Development lot.
5. The frontage for each proposed building lot provides adequate access to the lot.
6. Provide information on minimum setbacks from front, side and rear lot lines for dwellings and accessory structures.
7. Provide information on minimum front, side or rear setbacks, as applicable, from development perimeter for dwellings and accessory structures.
8. Where open space is dedicated for public use, public access is provided and is linked to other open space uses abutting the property.
9. The design minimizes the size of developed areas.
10. The laying out of developed areas, roads, storm drains, sewage disposal systems, retaining walls and utilities is in conformance with the natural features of the parcel, minimizing changes to the topography and maximizing the amount of preserved wooded areas, open space, amenities and buffers if proposed.

11. The amount of land to be disturbed for the construction of buildings, driveways, sewage disposal systems, retaining walls, utilities, storm drainage systems and roads is minimized by
  - a.) Providing site disturbance lines within road right of ways in order to minimize site disturbance beyond the paved area of the road.
  - b.) Placing water and sewer utilities under the paved section of the road.
  - c.) Use of smaller leaching catch basins on each lot rather than large detention/retention basins for multiple lots.

12. Important natural and historic features of the land, as determined by the Planning Board, are protected.

13. The Flexible Open Space Development is in keeping with and enhances the overall semi-rural appearance of Scituate by:
  - a.) Preserving views from existing roads;
  - b.) Avoiding undue adverse impacts on neighborhoods;
  - c.) Conserving natural and historic resources, including but not limited to those linked to off-site protected resource areas.

14. The impacts of road and utility installations are less than those generated by a conventional development of the same land.

15. The design, number and location of curb cuts are such that any conflict with existing traffic flow is minimized, and the semi-rural appearance of existing streets is maintained or enhanced.

16. Provision, satisfactory to the Planning Board, is made with regard to the ownership and maintenance of any and all common land and other common facilities within the Flexible Open Space Development.

- 20 copies of Conventional Density Sketch Plan
- 10 copies of witnessed perc and deep hole tests for each lot shown on Conventional Density Sketch Plan

RECEIVED BY TOWN CLERK: \_\_\_\_\_(date)

RECEIVED BY PLANNING BOARD: \_\_\_\_\_(date)