A Summary of the Subdivision Control Procedure in Acton

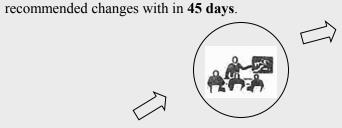
Per M.G.L. Ch.41 S. 81K-GG (Subdivision Control Law) and the Acton Subdivision Rules and Regulations

PRELIMINARY PLAN

(Recommended)

Required for non-residential subdivisions

Planning Board and Board of Health, and sends notice to Town Clerk. Planning Board returns preliminary plan to applicant with tentative approval or



A public meeting is advertised in the newspaper and notice is sent to all parties in interest (parties in interest as defined in the Subdivision Rules and shown on a list prepared by the Assessors' office.)



Applicant submits preliminary plan to the Planning Board & Board of Health, and sends notice to Town Clerk.



START

Applicant obtains the Zoning Bylaw & Subdivision Rules and Regulations and confers with the Planning Department about the proposed subdivision plan, procedures for approval, costs & fees, and public notice requirements.

DEFINITIVE PLAN

ANALYSIS AND HEARING



DECISION



⇒ APPEAL ⇒ CONCLUSION

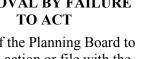
PLANNING BOARD

APPROVAL

Planning Board approves Definitive Plan as is, or with a list of required modifications and conditions.

APPROVAL BY FAILURE

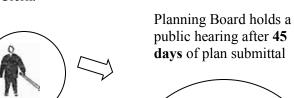
Failure of the Planning Board to take final action or file with the Town Clerk within 90 days after definitive plan submission, or such further time as agreed, shall be deemed to be an approval of the definitive plan as presented.



Appeals, if any, must be filed with the Superior Court within 20 days after the Board's decision is filed with the Town Clerk.

After 20 days without appeal, the Planning Board endorses the approved definitive plan as modified to comply with the Planning Board's requirements. At time of endorsement, the applicant must provide the Planning Board with performance guarantee.

Within 6 months of endorsement the applicant must file definitive plan and its certificate/ decision at the Registry of Deeds, or with the Land Court.



Applicant receives instructions from Planning Department for public hearing procedure & notice requirements. A public hearing notice must appear twice in a local newspaper, the first time at least 14 days before the hearing, and notices must be given to all parties in interest.

Applicant submits

definitive plan to



Planning Board approves, approves with conditions or disapproves the plan.



Within 90 days of the

plan submittal or such

applicant may request

or agree to, the Board

issues a certificate of the

action. This is the deci-

proval with conditions or

sion of approval, ap-

disapproval applicant.

further time that the

Planning Board disapproves definitive plan with detailed reasons why the plan does not conform to the Subdivision Rules and Regulations. An applicant may cure the deficiencies of the plan to obtain Planning Board approval.