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**OPEN SPACE RESIDENTIAL DEVELOPMENT  
OR CONSERVATION SUBDIVISION DESIGN (OSRD)  
MODEL RULES AND REGULATIONS - SPECIAL PERMIT**

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**I. SUBMISSION OF PLANS AND DOCUMENTS FOR OPEN SPACE RESIDENTIAL DESIGN**

A. Pre-Application. For Open Space Residential Design (OSRD) defined by Section \_\_\_\_ of the Zoning Bylaw, applicants are strongly encouraged to submit the following information to facilitate review and discussion of the OSRD at the pre-application stage:

1. Site Context Map. This map illustrates the parcel in connection to its surrounding neighborhood. Based upon existing data sources and field inspections, it should show various kinds of major natural resource areas or features that cross parcel lines or that are located on adjoining lands. This map enables the Planning Board to understand the site in relation to what is occurring on adjacent properties.
2. Existing Conditions/Site Analysis Map. This map familiarizes officials with existing conditions on the property. Based upon existing data sources and field inspections, this base map locates and describes noteworthy resources that should be left protected through sensitive subdivision layouts. These resources include wetlands, riverfront areas, floodplains and steep slopes, but may also include mature un-degraded woodlands, hedgerows, farmland, unique or special wildlife habitats, historic or cultural features (such as old structures or stone walls), unusual geologic formations and scenic views into and out from the property. By overlaying this plan onto a development plan the parties involved can clearly see where conservation priorities and desired development overlap/conflict.
3. Other Information. In addition, applicants are invited to submit the information set forth in Section VI.1 of the Zoning Bylaw in a form acceptable to the Planning Board.
4. Site Visit. Applicants are encouraged to request a site visit by the Planning Board and/or its agents in order to facilitate pre-application review of the OSRD. If one is requested, the Planning Board shall invite the Conservation Commission, Board of Health, and [list other appropriate committees/Boards].
5. Design Criteria. The design process and criteria set forth below in Section V should be discussed by the parties at the pre-application conference and site visit.

B. Sketch Plan. The Sketch Plan, submitted as part of the OSRD Concept Plan under Section VI.1.A of the Zoning Bylaw, shall follow the quality standards and include the components listed below:

1. Quality Standards.

*[Insert quality standards based on existing municipal bylaws.]*

2. Required Content.

The Sketch Plan shall include the following:

a. The subdivision name, boundaries, north point, date, legend, title “Concept Plan,” and scale.

b. The names of the record owner and the applicant, and the name of the Landscape Architect that prepared the plan.

c. The names, approximate location, and widths of adjacent streets.

d. The proposed topography of the land shown at a contour interval no greater than (\_\_\_\_) feet. Elevations shall be referred to mean sea level.

e. The location of existing landscape features including forests, farm fields, meadows, wetlands, riverfront areas, waterbodies, archeological and historic structures or points of interest, rock outcrops, boulder fields, stone walls, cliffs, high points, major long views, forest glades, major tree groupings, noteworthy tree specimens, and habitats of endangered or threatened wildlife, as identified as primary and secondary resources according to Section V.1. Proposals for all site features to be preserved, demolished, or moved shall be noted on the Sketch Plan.

f. All on-site local, state, and federal regulatory resource boundaries and buffer zones shall be clearly identified and all wetland flag locations shall be numbered and placed upon the Sketch Plan.

g. Lines showing proposed private residential lots, as located during Step-Four, Section V.4, with approximate areas and frontage dimensions.

h. All existing and proposed features and amenities including trails, recreation areas, pedestrian and bicycle paths, communities buildings, off-street parking areas, [list any others] shall be shown on the plan and described in a brief narrative explanation where appropriate.

i. The existing and proposed lines of streets, ways, common driveways, easements and any parcel of land intended to be dedicated for public use or to be reserved by deed covenant for use of all property owners in the subdivision, or parcels of land or

lots to be used for any purpose other than private residential shall be so designated within the subdivision in a general manner.

- j. Proposed roadway grades.
- k. Official soil percolation tests for the purpose of siting wastewater treatment options are not required for the Concept Plan. However, a narrative explanation shall be prepared by a certified Professional Engineer detailing the proposed wastewater systems that will be utilized by the development and its likely impacts on-site and to any abutting parcels of land. For example, the narrative will specify whether individual on-site or off-site systems, shared systems, alternative to Title V systems, or any combination of these or other methods will be utilized.
- l. A narrative explanation prepared by a certified Professional Engineer proposing systems for stormwater drainage and its likely impacts on-site and to any abutting parcels of land. For example, the narrative will specify whether soft or hard engineering methods will be used and the number of any detention/retention basins or infiltrating catch basins, it is not intended to include specific pipe sizes. Any information needed to justify this proposal should be included in the narrative. The approximate location of any stormwater management detention/retention basins shall be shown on the plan and accompanied by a conceptual landscaping plan.
- m. A narrative explanation prepared by a certified Professional Engineer, detailing the proposed drinking water supply system.
- n. A narrative explanation of the proposed quality, quantity, use and ownership of the open space. Open space parcels shall be clearly shown on the plan.
- o. All proposed landscaped and buffer areas shall be noted on the plan and generally explained in a narrative.
- p. A list of all legal documents necessary for implementation of the proposed development, including any Conservation Restrictions, land transfers, and Master Deeds, with an accompanying narrative explaining their general purpose.
- q. A narrative indicating all requested waivers, reductions, and/or modifications as permitted within the requirements of this bylaw.

**C. Yield Plan.**

Applicant shall submit a narrative explanation detailing the results of the determination of any proposed allocation of yield determined according to Section VII, Basic Maximum Number (of lots/units/bedrooms).