

§ 30-23 NEWTON ORDINANCES — ZONING § 30-23

Sec. 30-23. Site Plan Approval.

(a) Applicability. Whenever site plan approval is required under the provisions of this ordinance, the procedure set forth in this section shall be followed.

(b) Applications. A written application for a site plan approval, on forms provided by the city clerk and accompanied by fifteen (15) sets of plans prepared as provided below, shall be submitted in accordance with the procedures of this section and the Rules and Orders of the board of aldermen pertaining to special permit and site plan approval petitions to the city clerk, who shall transmit such application to the board of aldermen and the department of planning and development.

The plans submitted with an application for site plan approval shall be prepared, as appropriate, by an architect, landscape architect, professional engineer or land surveyor. Such site plan(s) shall be drawn at a suitable scale, on sheets no larger than twenty-four (24) by thirty six (36) inches. When more than one (1) sheet is required, a key sheet shall be provided. The site plan(s) shall include the following information:

- (1) Boundaries, dimensions and area of the subject lot(s);
- (2) Use, ownership, zoning of, and existing buildings or structures on the subject lot(s); such information shall also be provided for all parcels adjacent to the subject lot(s);
- (3) Existing and proposed topography of the subject lot(s) at two (2) foot intervals; (4) Existing and proposed easements, if any;
- (5) Existing and proposed wetlands and watercourses, if any;
- (6) All existing and proposed buildings, structures, parking spaces, maneuvering aisles, driveways, driveway openings, pedestrian walks, loading areas, and natural areas and landscaping on the subject lot(s), with the dimensions thereof;
- (7) All facilities for sewage, refuse and other waste disposal, for surface water drainage, utilities, proposed screening, surface treatment, exterior storage, lighting, and landscaping, including fencing, walls, planting areas, and signs; or
- (8) Facade elevations and floor plans for any proposed new construction and/or alteration to the existing building or structure.

(c) Procedures.

(1) The board of aldermen or a committee thereof shall hold a public hearing within sixty-five (65) days of the filing of an application for site plan approval. Notice of such public hearing shall be provided as required by G.L. c.40A, §11.

(2) When conducting a site plan approval, the board of aldermen shall consider the application in light of the following criteria:

a) Convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets, properties or improvements, including regulation of the number, design and location of access driveways and the location and design of handicapped parking. The sharing of access driveways by adjoining sites is to be encouraged wherever feasible;

b) Adequacy of the methods for disposal of sewage, refuse and other wastes and of the methods of regulating surface water drainage;

c) Provision for off-street loading and unloading of vehicles incidental to the servicing of the buildings and related uses on the site;

d) Screening of parking areas and structure(s) on the site from adjoining premises or from the street by walls, fences, plantings or other means. **Location of parking between the street and existing or proposed structures shall be discouraged;**

e) Avoidance of major topographical changes; tree and soil removal shall be minimized and any topographic changes shall be in keeping with the appearance of neighboring developed areas;

f) Location of utility service lines underground wherever possible. Consideration of site design, including the location and configuration of structures and the relationship of the site's structures to nearby structures in terms of major design elements including scale, materials, color, roof and cornice lines;

**g) Avoidance of the removal or disruption of historic resources on or off-site. Historical resources as used herein include designated historical structures or sites, historical architectural elements or archaeological sites.**

h) Significant contribution to the efficient use and conservation of natural resources and energy for projects proposing building(s), structure(s), or additions to existing building(s) or structure(s), if those proposed buildings, structures, or additions contain individually or in the aggregate 20,000 or more square feet in gross floor area.

The board of aldermen may condition approval of a site plan submittal in a manner consistent with the objectives set forth in these criteria.

(4) Any approval of an application for site plan approval shall lapse not later than one (1) year from the grant of such approval unless construction required by such site plan approval has begun. The board of aldermen may extend the period of time granted under this subsection for good cause, whether or not such period of time shall have expired, without the necessity of a further public hearing thereon, unless the board or its committee on land use shall vote to require a public hearing. Notwithstanding the above, no extensions shall be granted which shall extend the time for substantial exercise of the site plan approval for more than two (2) years from the date of the grant of the requested relief.

(5) Site plan approval from the board of aldermen for any purpose for which such approval is required under this ordinance shall be granted by a majority vote. (Ord. No. V-9, 2-21-95; Ord. No. Y-17, 5-21-07; Ord. No A- 6, 10-01-12)