



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

Requirements for application submissions

Plans and Drawing Requirements

In order to properly and accurately evaluate the potential or real effects of proposed projects:

- (a) All “Notice of Intent” and “Abbreviated Notice of Intent” applications shall be accompanied by plans prepared and stamped by a professional land surveyor or qualified professional engineer, whichever is applicable. The Commission may waive this requirement at its discretion.
- (b) All “Request for Determination of Applicability” applications shall be accompanied by a sketch or drawing showing as much detail as possible but will not require a professional land surveyor or professional engineer’s services unless located within a floodplain or proposing to change contours within 50’ of a Resource Area.
- (c) If the plans require a qualified professional engineer, his or her stamp shall include his or her signature and discipline within it.
- (d) Professionally prepared plans must show and label all relevant “Resource Areas” in proximity to the project.
- (e) All filings must be accompanied by a City of New Bedford locus map.
- (f) All professionally prepared plans shall show the immediate abutters of the Limits of the proposed project.
- (g) All plans and drawings shall indicate linear measurements depicting setbacks from wetlands to all pertinent structures.
- (h) All revised plans shall show revision date and must indicate the nature of the revision within the notes.
- (i) Topographical variation must be shown on all professionally prepared plans.

On-Site Requirements

- (a) All proposed structures will require staking, at the discretion of the Commission.
- (b) On-site staking must be in place by noon on the Tuesday prior to the hearing date.
- (c) Lot numbers must be posted and easily visible on vacant properties.
- (d) If a building currently exists on the property, its identifying number or house number must be easily visible.
- (e) The edge of each “Resource Area” relevant to the project will require staking or flagging. Stakes and flags shall be numbered in sequence.