

RELEASE OF SURETY  
FOR  
APPROVED SUBDIVISIONS

GENERAL PROCEDURE

1. Submit a written request to the New Bedford Planning Board including:
  - A. Cover letter from the owner/developer of the subdivision addressed to the Chairman of the Planning Board. The letter shall specifically explain the request and the numbered lots requested for release. Supporting documentation should include the amount of work completed to date; it's value, work remaining along with an estimate of its value.
  - B. Copy of receipt from the Treasurer's Office showing payment of the application fee. (\$200 for release of up to four lots, \$400 for release of five or more lots)
  - C. Copy of a certified abutters list. The owner/developer is responsible for sending notice of the meeting date where the release will be considered. This notice shall be sent by certified mail, return receipt requested, to the certified abutters and any existing residents in the subdivision.
2. The New Bedford Planning Board will request Departmental review of the conditions of the subdivision, subject to the request. This may take two weeks for scheduling and reports.
3. The Planning Board will schedule a meeting to consider the request for release of surety.
4. At the meeting, the owner/developer will show proof of proper notices having been sent to abutters and residents, if applicable.

NOTE: The Department of Public Infrastructure's Engineering Division is responsible for conducting the inspection of completed roadway and utility improvements. They are not responsible for inspection of electric or gas distribution, or for CATV systems, other than to observe that there are no conflicts with their placement within the City approved roadway layout design. Owners and developers are encouraged to maintain close contact with this Department at 508-979-1527.