



TOWN OF MILLBURY

DEPARTMENT OF PLANNING & DEVELOPMENT

MUNICIPAL OFFICE BUILDING • 127 ELM STREET • MILLBURY, MA 01527-2632 • TEL. 508 / 865-4754 • FAX. 508 / 865-0857

February 13, 2023

Changes to the Rules and Regulations Governing the Subdivision of Land in Millbury Massachusetts

Adopted at the February 13, 2023 meeting of the Planning Board

Below are the approved changes to the Subdivision Rules and Regulations. To summarize, the changes:

- Increase the required number of monuments with datum references on ANR plans from two to three.
- Update the submittal requirements for digital ANR, Subdivision, and as-built plans from CD-ROM & DVD to PDF & AutoCAD/ASC II DXF formats.

3.8 SUBMISSION REQUIREMENTS FOR DIGITAL ANR, SUBDIVISION & AS-BUILT PLANS

For ANR, subdivision and as-built plans, the Applicant shall submit a digital copy of the complete application in a PDF or similar file format as approved by the Planning Board. The Applicant shall also submit a digital version of the plan in AutoCAD DWG or ASCII DXF format. The digital plan shall be submitted by email, USB, or other delivery format as approved by the Planning Board. The submitted digital plan shall contain geographic data in accordance with the 2007 standard for digital plan submission to municipalities issued by MassGIS (Bureau of Geographic Information), or the most recent edition of this publication. This publication, or any succeeding edition of this publication, is hereby incorporated as part of these Regulations. ~~the Applicant shall submit a CD-ROM or DVD containing geographic data in accordance with the Standard for Digital Plan Submittals to Municipalities (Version 1.0) issued by the Office of Geographic and Environmental Information (MassGIS) in 2006, or the most recent edition of this publication. This publication, or any succeeding edition of this publication, is hereby incorporated as part of these Regulations. The publication may be accessed via the MassGIS website: (<http://www.mass.gov/mgis/standards.htm>).~~

4.0 SUBMISSION REQUIREMENTS

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The Applicant shall submit a digital version of the plan in AutoCAD DWG or ASCII DXF format. The digital plan shall be submitted by email, USB, or other delivery format as approved by the Planning Board. The submitted digital plan shall contain geographic data in accordance with the 2007 standard for digital plan submission to municipalities issued by MassGIS (Bureau of Geographic Information), or the most recent edition of this publication. This publication, or any succeeding edition of this publication, is hereby incorporated as part of these Regulations. ~~Applicant shall also submit a CD-ROM or DVD containing the ANR plan and a level III standard digital file (SDF), per MassGIS standards for digital plan submittals to municipalities.~~



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17. Location and description of all bounds, fences, walls, guard rails, easements and/or encumbrances, including location of existing trails and other pertinent information. Monuments shall be installed at all points of change of direction of boundary lines of each affected lot. At least ~~three~~ **two** monuments indicating datum references shall be shown on the property. The plan shall identify the elevation and coordinates of these monuments. The distance between monuments shall not exceed three hundred fifty feet (350').

5.1 PRELIMINARY PLAN

1. Submission Requirements

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If such review and approval are desired, the Applicant shall submit fifteen (15) prints of the preliminary plan, ~~together with~~ the original and two (2) copies of Form B (See Appendix A), an electronic copy of the preliminary plan and Form B in a PDF or similar format, and the appropriate submission and professional and technical review fees (See Appendix A – Fee Schedule) to the Department of Planning and Development by delivery or by certified mail (postage prepaid, receipt required). The Applicant shall submit one (1) copy of the preliminary plan to the Board of Health. In addition, the Applicant shall provide written notice of such submission using Application Form B to the Town Clerk by delivery or by certified mail (postage prepaid, receipt required). The date of submission shall be determined as described in Section 3.7.

5.3 DEFINITIVE PLAN

1. Submission Requirements

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r. A digital copy of all of the above materials, as applicable, in a PDF or similar format as approved by the Planning Board. The digital copy shall be submitted by email, USB, or other delivery format as approved by the Planning Board.

s. A digital copy of the definitive plan in in AutoCAD DWG or ASCII DXF format. The digital plan shall be submitted by email, USB, or other delivery format as approved by the Planning Board.