

**City of Brockton**  
**Site Plan Review Thresholds and Application**  
**PROJECT THRESHOLDS**

Includes Redevelopment Project Stormwater Policy (see Addendum 3) and Marijuana Establishment Requirements (see Addendum 4)

- All new commercial and industrial construction.
- All residential developments containing six (6) or more units.
- All conversions of commercial and/or industrial property to residential use.
- All commercial and/or industrial additions consisting of 500 square feet or more.
- Any development located on an un-constructed or unimproved way (not covered by Subdivision Control) or any development that requires utility extension.
- All Marijuana Establishments (**Additional Requirements: Addendum 4 Checklist**).

**THE PROCESS**

**Site Plan Review** is a two-step process consisting of first a **Technical Review Session** with the appropriate City Departments, and second a public hearing for approval of the project before the **Planning Board**.

**THE PLANNING BOARD IS THE SOLE PERMIT GRANTING AUTHORITY FOR SITE PLAN REVIEW PROJECTS PER CITY ORDINANCE.**

**The Planning Department encourages all applicants to meet with the Department of Public Works (Engineering) prior to filing their application.**

***Submission Procedure***

Applications for Site Plan Review shall be filed with the Planning Department, 3rd Floor City Hall, Brockton, MA. See the *Application for Site Plan Approval* (ATTACHED) for submission requirements. Site Plan Applications shall be **complete** or a Planning Board meeting will not be scheduled

***Step 1: Technical Review***

Prior to Planning Board hearing, the appropriate City Departments will meet and will review the application and plans for compliance with City Ordinances, Fire Code, and Zoning. The applicant and/or agent and engineering firm are required to attend this session. All minor changes discussed at the Technical Review session must be incorporated into the final plan and submitted to the Planning Department for approval by the department requesting the change before the project can proceed to the Planning Board for approval. Major changes will require that the applicant re-appear at another Technical Review session. An applicant will be advised as to whether his changes require him to re-appear before the Technical Review Board. All revisions must include a narrative outlining the changes.

***Technical Review Requirements:***

- One original (with original signatures) and 14 copies of all plans, narrative and application correlated into 15 separate complete packets.
- Site Plan Review shall be completed in accordance with all **Site Plan Review requirements (see checklist)**.
- Provide a digital copy (.pdf) of the full set of plans and application to the Brockton Planning Department via email: [planning@cobma.us](mailto:planning@cobma.us) or via flash drive

- Three (3) copies of drainage calculations/stormwater calculations and other back up engineering data.
- Original green municipal lien certificate (original to be included in the original packet with a copy in each packet.) the MLC must show that there are no monies owed to the city of Brockton for either taxes or fees.

Please note that a fee of 50% of the initial filing fee will be charged to all applicants submitting changes to plans to a project that has completed the Technical Review process.

### ***Step 2: Planning Board Site Review Meeting***

The Planning Board will consider approval of Site Plan Review Applications at its regularly scheduled Planning Board meeting held on the first Tuesday of the month.

Seven (7) complete packets including the original application as well as a narrative outlining any changes made as a result of the technical review process, engineer of record letter, copy of the municipal lien certificate (whereas all taxes and fees to the City are paid) and a site plan incorporating the final comments of the Technical Review Committee shall be submitted to the Planning Department.

### ***Marijuana Establishments:***

All marijuana establishments shall go through the Site Plan Review Process in accordance to **Article III, Section 27-24.4, Adult Use of Marijuana**. There are additional requirements for marijuana establishments for Site Plan Review as part of this ordinance. Addendum 4 (attached) to this application provides these additional requirements that shall be completed by the applicant as part of a submittal. Applications and plans shall be reviewed by a third-party consultant as part of this review at the applicants' expense.

**NOTE: No public hearing for Site Review Approval will be scheduled by the Planning Board until the Applicant provides written evidence that all other special permits, variances, Conservation Commission approvals, and any other applicable permits have been obtained with all appeal periods having expired. For Marijuana Establishments, the applicant shall provide a provisional/final license from the Cannabis Control Commission.**

### ***Publication and Approval Process:***

**Notice of the Planning Board hearing will appear in the Enterprise newspaper two consecutive weeks prior to the hearing. The applicant or his/her agent is responsible for all costs for the advertisement in the newspaper.**

On the night the Planning Board is to consider Site Review projects, **ALL** applicants shall bring the plan in presentation form (PDF on flash drive or visible presentation board) for the Board to consider. Failure to do so will result in the project being tabled until the next month's meeting.

Upon the issuance of approval of the plan by the Planning Board the applicant must submit a minimum of **TWO COMPLETE** sets of plans to the Planning Department. These plans will be stamped as approved by Site Plan Review. Only the plan bearing an original RED Site Plan Approval stamp is to be submitted to the Building Department for permitting. All signed plans will be sent via PDF form for uploading to new Online Permitting System.

**NOTE: No changes or deviations to the plan can be made once the site plan has been approved without the authorization of the Planning Board. Changes will require submission of an additional review fee (see fee schedule attached).**



# City of Brockton Planning Board

## Application for Site Plan Approval

Effective: March 2019

The following application is made to the City of Brockton Planning Board in accordance with the provisions of the Ordinances of the City of Brockton; Article XV, Site Plan Review.

Official Use:		
Date of Receipt: _____	Received by: _____	Date Submitted: _____
Complete: _____	Incomplete: _____	Date of Approval: _____

### 1.) Application Information

**Address of Property Location:** \_\_\_\_\_

Assessor's Map and Plot \_\_\_\_\_

Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Email: \_\_\_\_\_

Second Owner (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Email: \_\_\_\_\_

**Owner's Agent (if applicable):** \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Email: \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Tenant/Lessee/Purchaser/ (if applicable):** \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Email: \_\_\_\_\_

**Signature:** \_\_\_\_\_

**2.) Property Information**

Zoning District(s): \_\_\_\_\_  
Parcel ID(s): \_\_\_\_\_

Deed: Book: \_\_\_\_\_ Page: \_\_\_\_\_

**(Please, provide a copy of the most recent deed as part of the application)**

Type of Structures (Existing and Proposed on Property):

**Residential: E  P  Commercial: E  P  Industrial: E  P  Institutional: E  P**

Status of Property:

**Currently Occupied:  Partially Occupied:  Vacant:  Vacant Land:  Wetlands  Flood Plain**

Parking Spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Land Area Square Feet: \_\_\_\_\_

Building Gross Square Feet (per structure): \_\_\_\_\_

Number of Stories: \_\_\_\_\_ Number of Dwelling Units: \_\_\_\_\_

**3.) Brief Summary of Proposed Work (Attach Additional Sheets for Project Narrative):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4.) Zoning Board of Appeals Approval:**

Has this project been approved by the Zoning Board of Appeals?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Pending: \_\_\_\_\_

If no, state relief: \_\_\_\_\_

Date of Approval: \_\_\_\_\_

If approval has been completed beforehand, a copy of the Zoning decision issued by the Board of Appeals shall be presented with this application. The ZBA decision must show the endorsement of the City Clerk that no appeals have been filed on this matter.

**5.) Conservation Commission: *The applicant must also file the proper application forms and fees with the Commission.***

Has this project been approved by the Conservation Commission?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Pending: \_\_\_\_\_

Date of Approval: \_\_\_\_\_

**The following items are required as part of an application submittal:**

	<b><u>Site Plan Review Requirements:</u></b>	<b>Verified</b>
<b>A.</b>	<b>Completed application (this form)</b>	<input type="checkbox"/>
<b>B.</b>	<b>Plan(s)</b> at minimum scale of 1"= 40' on 24" by 36" sheets. Plans shall include the following information: Project name, magnetic north arrow, date and scale. Plans shall be drawn by a registered land surveyor, professional engineer, architect and landscape architect (as appropriate) and signed and stamped by the appropriate individual. The plan shall include the following information, <b>each of which shall be submitted on the following separate sheets.</b> (See Addendums 1 and 2.)	
<b>B1.</b>	<b>Existing and Proposed Conditions</b> – Location of all existing natural features, including ponds, brooks, streams, wetlands elevations and topography, proposed, existing contours and all areas subject to the jurisdiction of the Brockton Conservation Commission. Also owners of record of all abutting lots of the most current City of Brockton Tax Assessor’s records and the approximate locations of all buildings or structures on abutting lots that is located within 30 feet of the lot lines of the proposed project site.	<input type="checkbox"/>
<b>B2.</b>	<b>Site layout</b> – Location and dimensions of all building and other construction; internal roadways and access ways to adjacent public roadways, construction drives and a profile of same if determined to be necessary by the reviewing board; location of trash dumpsters and snow storage areas. (Please note that there is a fine for pushing or placing private snow onto the street layout).	<input type="checkbox"/>
<b>B3.</b>	<b>Parking</b> - Location and dimensions of all parking area, loading areas, walkways and driveways.	<input type="checkbox"/>
<b>B4.</b>	<b>Landscaping and lighting</b> – Location and type of external lighting. Location, type (loam, seed, sod, types of plant and trees, etc.), dimensions and quantities of landscaping and screening. For vehicular and pedestrian safety, shrubs to be planted at the back of walk of business property line shall be low for site viewing purposes.	<input type="checkbox"/>
<b>B5.</b>	<b>Utilities</b> – Location and dimensions of public and private utilities, including water, surface drainage, sewer, fire hydrants and other waste disposal and a profile of same	<input type="checkbox"/>

	if determined to be necessary by the reviewing board. <b>The elevations of any and all connections to the City of Brockton system shall be shown on the plan in Brockton City Base (contact Engineering Dept. for base information).</b>	
<b>B6.</b>	<b>Stormwater Calculations</b> - Drainage calculations, soil profiles, and test logs (see Addendum 3)	<input type="checkbox"/>
<b>B7.</b>	<b>Architectural plan(s)</b> –shall include the ground floor plan and architectural elevations of all proposed buildings. All residential projects with ten (10) or more units and all non-residential building of 10,000 or more square feet must also include one or more architectural renderings sufficient to establish views of the structure or structures from the public way.	<input type="checkbox"/>
<b>C.</b>	<b>Zoning evaluation table</b> A zoning evaluation table to show how the development meets or fails to meet the requirements of the Zoning Ordinance. (This can be on one of the plans listed above.)	<input type="checkbox"/>
<b>D.</b>	<b>Narrative</b> (must address the following factors):	<input type="checkbox"/>
<b>D1.</b>	Use of the building,	<input type="checkbox"/>
<b>D2.</b>	Traffic flow, parking, loading and circulation	<input type="checkbox"/>
<b>D3.</b>	External lighting, landscaping, snow removal and screening	<input type="checkbox"/>
<b>D4.</b>	Proposed and Existing Public and Private Utilities (water, gas, sewer, electric, etc)	<input type="checkbox"/>
<b>D5.</b>	Description of natural area protection and enhancement	<input type="checkbox"/>
<b>E.</b>	<b>Impact Studies/Peer Review</b> - At its discretion, the Planning Board may require impact studies that are subject to third-party peer review (at the applicant’s expense).  <b>All Site Plan Reviews for Marijuana Establishments shall be subject to a third-party consultant peer review fee at the applicants’ expense. Otherwise, a Consultant Review Fee may be assessed by the Planning Board on a case-by-case basis.</b>	<input type="checkbox"/>
	Type of Study (if applicable): _____	<input type="checkbox"/>
<b>F.</b>	Copy of <b>purchase and sales agreement</b> (if the applicant is not the same party as the owner)  <input type="checkbox"/> Not applicable	<input type="checkbox"/>

<b>G.</b>	Original Green <b>Municipal Lien Certificate</b>	<input type="checkbox"/>
<b>H.</b>	<b>Filing Fee</b>	<input type="checkbox"/>
	Amount: \$ _____	

**Authorization (Shall be signed by the Owner of the Property)**

I am the owner of the property for which this application is being filed and as such I am familiar with the work that is proposed for my property.

I hereby give permission for this application to be filed with the full understanding that certain restrictions may be placed on the property relative to the approval of the proposed work

I further recognize that the Planning Board may require review of this Application and plans by various licensed professional engineers and consultants and the Applicant shall be responsible for such costs and expenses, payable in advance.

I further certify that under the penalties of perjury, I am authorized to sign this application.

Name (Please Print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

If representing a group, corporation or other organization, please attached a copy of the vote authorizing you to act on behalf of such organization for the purposes of this application.

***THE PLANNING STAFF WILL REVIEW APPLICATIONS FOR COMPLETENESS WITHIN 48 HOURS OF FILING. INCOMPLETE APPLICATIONS WILL BE REJECTED AND RETURNED TO THE APPLICANT.***

***An application will not be considered complete and will not be submitted to the Technical Review Board for its review until all required documentation/information has been submitted to the Planning Board.***



Brockton Fire Department  
Fire Prevention Bureau  
560 West Street  
Brockton, Massachusetts 02301  
Office 508-583-2933  
Fax 508-584-3416



This document should be used by designers of projects that must be present to the Site Plan Review Board.

**Hydrants and Fire Department Connections**

If hydrants are being installed on the property, the installer shall confer with the Brockton Water Department at 508-580-7135. The threads on the hydrant shall contain the "Brockton Threads".

A notation on the site plan shall read "Any hydrant, fire protection water supply line and associated devices on subject property shall be maintained to the requirements of NFPA 25."

If the subject property will have a fire suppression sprinkler system installed, a hydrant may be needed in the area of the Fire Department Connection.

A permanent hard surface such as concrete or black top shall be installed leading to the fire hydrant and to the Fire Department Connection. A notation shall appear on plan indicating that these areas will be properly maintained and cleared of snow.

**Truck Turning Radius**

The following Information should be used in designing roadways and parking areas. Designers should show the turning radius on plan as well as a template of the truck.  
Steering Radius – Brockton Apparatus

Vehicle	Length	Wheel Base	Turning radius
Engines	30'3"	177"	30'9"
Ladder 1	41'9"	220"	31'4"
Tower 1	44'9"	240"	41'5"
Tower 2	50'9"	240"	53'2"

**Fire Lanes**

If fire lanes are required per 527 and or 780 CMR they shall be shown on the plans.

\_\_\_\_\_  
Signature of Applicant or Designee

Date: \_\_\_\_\_



**Addendum 2.**

1. All work within the City of Brockton street layout including all installation of all utilities requires that all contractors and subcontractors be licensed with the City of Brockton. See DPW Engineering for requirements.
2. Proposed construction driveways to prevent tracking of construction debris onto city streets must be installed prior to beginning work.
3. Maintenance for all drainage infrastructures on private property are the property owner's responsibility. All site drainage is to be contained on the property. No sump pumps, trench drains, etc. can be connected to any city infrastructure or discharged into any public way without permission of the City.
4. No weekend or holiday work within street layouts without permission from the DPW Commissioner or his designee.
5. Street opening and curb cut permits are separately required (contact the DPW Engineering Division for information). Any curbing not continuous or tied into existing curbing shall not be dead ended at 7" reveal but dived down to street grade for plowing purposes. Sidewalks and driveways must conform to ADA requirements. Extensions of roadways must conform to City of Brockton standards (lines and grades are to be provided along with profile and cross sections). Proposed cul-de-sacs shall have a paved center island for plowing and maintenance purposes.
6. If telephone/electric poles need to be moved; applicant should begin process as soon as possible as this is a lengthy process.
7. All DPW Divisions must have 72 hours prior notice for inspection of work.
8. City public trees shall not be removed unless dead and/or with DPW permission.
9. All City Ordinances, laws, permitting, etc. shall be properly addressed, followed and maintained whether implied or specific. Any specifications not addressed by City Ordinances, etc. shall be addressed by Mass Highway Department Specifications.

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Signature of Applicant or Designee

Date: \_\_\_\_\_

**Brockton Planning Board Redevelopment  
Project Stormwater Policy**

The Brockton Planning Board recognizes that redevelopment of existing industrial, commercial, and business facilities will require modifications and/or expansion of the existing developed areas of their properties. The Board also recognizes the need to prevent stormwater discharges from redevelopment projects from impacting abutting properties and causing or contributing to the pollution of the surface and ground waters of the Commonwealth of Massachusetts. The Planning Board acknowledges that many applications for small site modifications and/or expansions will have difficulty providing stormwater best management practices in complete accordance with the Massachusetts Stormwater Standards and could otherwise be permitted without adverse stormwater impacts.

For purposes of this Policy, a “redevelopment project” is defined as a project having no have more than a 10% increase in impervious surface up to a maximum of 20,000 square feet. Projects meeting this definition shall comply with the Massachusetts Stormwater Standards to the maximum extent practicable as defined and specified in the Massachusetts Stormwater Handbook. Stormwater best management practices for projects with impervious surface increases greater than 20,000 square feet must fully comply with the Massachusetts Stormwater Standards.

All “redevelopment projects” must improve existing conditions and:

- Mitigates stormwater impacts to abutting property;
- Provides for increased stormwater recharge when and where feasible, improves treatment of existing stormwater runoff, uses low impact development (LID) when and where feasible, proposes good housekeeping for pollution prevention, removes illicit discharges, and improves the operation and maintenance plan for existing and retrofit best management practices BMPs.
- Does not change land use not classified as a Land use with higher potential pollutant loads (LUHPPL) to a use that is classified as a LUHPPL.

Submittal Requirements

1. Engineered, surveyed plans and information adequately describes the existing and proposed conditions;
2. Stamped and signed Massachusetts Stormwater Checklist or Redevelopment Checklist;
3. Stormwater Management Report documenting the proposed stormwater management system complies with the Massachusetts Stormwater Standards and Handbook to the maximum extent practicable for “redevelopment projects” and complete compliance with the Standards for projects with an increase of impervious surface greater than 20,000 square feet;
4. Soil observations performed by a Massachusetts approved Soil Evaluator that determine the soil classification and depth to seasonal high groundwater at the location of the proposed stormwater management system.

**Site Plan Review Requirements – Brockton Planning Board – Marijuana Establishments**



In accordance to **Article III, Section 27-24.4 Adult Use of Marijuana** of the Brockton Zoning Ordinance, Site Plan Review is required for all applications for all Marijuana Establishments. The additional requirements shall be provided as part of a complete Site Plan Review application. The additional requirements for Marijuana Establishments include:

	<u><b>Materials for Review</b></u>	<b>Provided</b>
<b>I.</b>	<p><b>Host Community Agreement:</b></p> <p>The applicant shall provide documentation evidencing that the applicants for licensure and host municipality have executed a Host Community Agreement.</p>	<input type="checkbox"/>
<b>J.</b>	<p><b>Description of Activities:</b></p> <p>The applicant shall submit a narrative providing information about the type and scale of all activities that will take place on the proposed site, including but not limited to cultivating, and processing of marijuana or marijuana infused products (MIPS), on-site sales, off-site deliveries (if allowed by state regulation), distribution of educational materials, and other programs or activities.</p>	<input type="checkbox"/>
<b>K.</b>	<p><b>Service Area:</b></p> <p>A map and narrative describing the area proposed to be served by the Marijuana Establishment and the anticipated number of customers that will be served within the area. This description shall indicate where any Registered Marijuana Dispensaries and/or Marijuana Retailers exist or have been proposed within the expected service area.</p>	<input type="checkbox"/>
<b>L.</b>	<p><b>Context Map:</b></p> <p>The applicant shall submit a context map depicting all properties and land uses within a one thousand foot (1,000’) radius (minimum) of the project site, whether such uses are located in Brockton or within surrounding communities, including but not limited to all educational uses to the Required Buffer Zones.</p>	<input type="checkbox"/>
<b>M.</b>	<p><b>Transportation Analysis:</b></p> <p>The applicant shall provide a Transportation Demand Management Plan to establish the impacts of the peak traffic demand and shall adequately address issues of traffic demand, parking, and queuing, especially at peak periods at the facility, and its impact on neighboring uses. The transportation demand management plan shall also model expected origin and frequency of client and employed trips to the site, the expected modes of transportation used by clients and employees, and the frequency and scale of deliveries to and from the site.</p>	<input type="checkbox"/>

<p><b>N.</b></p>	<p><b>Security Plan:</b></p> <p>The applicant shall submit a security plan that has been reviewed and approved by the Brockton Police Department that indicates that the site is designed as such that it provides convenient safe and secure access and egress for clients and employees arriving to and leaving from the site using all modes of transportation, including drivers, pedestrians, bicyclists, and public transportation users. The applicant shall also submit a security plan for review and approval by the Brockton Police Department for its transportation vehicles if applicable to their license issues by the Massachusetts Cannabis Control Commission or Massachusetts Department of Public Health.</p>	<p><input type="checkbox"/></p> <p><b>3 COPIES FOR PLANNING, POLICE, AND FIRE</b></p>
<p><b>O.</b></p>	<p><b>On-Site Development &amp; Management Plan:</b></p> <p>A plan or plans depicting all proposed development on the property, including the dimensions of the building, the layout of the automobile, bicycle parking, the location of pedestrian, bicycle, and vehicular points of access and egress, the location and design of all loading, refuse, and service facilities, the location type, and direction of all outdoor lighting on the site, stormwater facilities, and landscape design, including landscape buffers along abutting properties and public ways.</p>	<p><input type="checkbox"/></p>
<p><b>P.</b></p>	<p><b>Building Elevations and Signage:</b></p> <p>For all new buildings, architectural drawings of all exterior building facades and all proposed signage, specifying materials and colors to be used, shall be submitted by the applicant. Perspective drawings and illustrations of the site from public ways and abutting properties are also required. For existing buildings and structures, any changes to the exterior of the building shall be shown along with location of proposed entrances, loading areas and signage. All signage and advertising materials shall be consistent with underlying zoning requirements and comply with the provisions and prohibitions with 935 CMR 500.</p>	<p><input type="checkbox"/></p>
<p><b>Q.</b></p>	<p><b>Emergency Response Plan:</b></p> <p><b>All marijuana establishments shall meet with the Brockton Fire Department and Brockton Police Department to discuss and identify emergency plans/contingency plans for this site prior to the issuance of a certificate of occupancy.</b> A written Response Plan shall be filed with the Brockton Fire Department and the Brockton Police Department pursuant to MGL Chapter 94G Section 12. All Marijuana Establishments shall designate a single on-site staff members the community liaison with direct interaction with on-site security and City Police.</p> <p>Attached to this application are the requirements by the Fire Department for all <b>Marijuana Establishments Emergency Reponses Plans</b></p>	<p><input type="checkbox"/></p> <p><b>3 COPIES FOR PLANNING, POLICE, AND FIRE</b></p>
<p><b>R.</b></p>	<p><b>Solid Waste Disposal and Recycling Plan:</b></p> <p>All Marijuana Establishments shall submit a secure solid waste disposal and recycling plan to be approved by the City of Brockton Board of Health.</p>	<p><input type="checkbox"/></p>
<p><b>S.</b></p>	<p><b>Odor Control and Ventilation Plan:</b></p> <p>The applicant shall submit a narrative and exhaust system plans designed by a licensed profession air quality/environmental engineer recognized by the Commonwealth, in accordance with <b>Article III, Section 27-24.4 Adult Use of Marijuana 6b.</b></p>	<p><input type="checkbox"/></p>

**Marijuana Establishments Certification by Owner:**

I am the owner of the property for which this application is being filed and as such I am familiar with the work that is proposed for my property. I have reviewed and successfully completed this application to the best of my ability and have provided all the information that is necessitated of the Zoning Ordinance **III, Section 27-24.4 Adult Use of Marijuana** for Site Plan Approval.

I hereby give permission for this application to be filed with the full understanding that certain restrictions may be placed on the property relative to the approval of the proposed work

I further recognize that the Planning Board may require review of this application and plans by various licensed professional engineers and consultants and the Applicant shall be responsible for such costs and expenses, payable in advance.

I further certify that under the penalties of perjury, I am authorized to sign this application.

Owner Name (Please Print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

If representing a group, corporation or other organization, please attached a copy of the vote authorizing you to act on behalf of such organization for the purposes of this application.

**Technical Review/Site Plan Review Fee Schedule**

**Gross Building Area Square Feet (SF):**

500 SF to 10,000 SF	\$500
10,001 SF to 15,000 SF	\$1,000
15,001 SF to 20,000 SF	\$1,500
20,001 SF to 25,000 SF	\$2,000
25,001 SF to 30,000 SF	\$2,500
30,001 SF to 35,000 SF	\$3,000
35,001 SF to 40,000 SF	\$3,500
40,001 SF to 45,000 SF	\$4,000
45,001 SF to 50,000 SF	\$4,500
50,001 SF to 55,000 SF	\$5,000
55,001 SF to 60,000 SF*	\$5,500

**\*Add \$500.00 for each additional 5,000 SF**

**Extension of Utilities:** \$500

**\*\*Changes to Approved Plans – Any applicant requesting to make changes/revisions to an approved plan will be charged a fee of 50% of the original filing fee for the first request only. Subsequent requests will require the applicant to file the project as a new proposal with payment of the full fee.**

**All Site Plan Reviews for Marijuana Establishments shall be subject to a third-party consultant peer review fee at the applicants' expense.**

**Otherwise, a Consultant Review Fee may be assessed by the Planning Board on a case-by-case basis.**



Brockton Fire Department  
Fire Prevention Bureau  
560 West Street  
Brockton, Massachusetts 02301  
Office 508-583-2933  
Fax 508-584-3416



## **Marijuana Establishments Emergency Responses Plans**

The Brockton City Council enacted a city ordinance concerning zoning of Marijuana.

Section 27-24.4 ss 8 H

This section states:

Emergency Responses plans. All Marijuana Establishments shall meet with the Brockton Fire Department and the Brockton Police Department to discuss and identify emergency plans and contingency plans for the site prior to the issuance of a certificate of occupancy. A written Emergency Response plan shall be filed with the Brockton Fire Department and the Brockton Police Department pursuant to MGL 94G ss12. All Marijuana Establishments shall designate a single on site staff member as the community liaison with direct interaction with onsite security and City police. Emergency Response Plans shall not be considered public documents subject to the Massachusetts Public Record Law or Freedom of Information Act.

For Reference: MGL 94G ss 12 H states: Each licensee shall file an emergency response plan with the fire department and police department of the host community.

As guidance Marijuana Establishments should at a minimum:

Review 527 CMR 1 10.8 Emergency Action Plans

Review 527 CMR 1.10.9 Smoking

Address building security while open and while closed.

Address first aid equipment and training.

Address building ingress/egress while open and while closed.

Address fire alarm / fire suppression intended for the building.