

## **Planning Board Policy and Procedures as of February 16, 2022**

- 1) All special permit written decisions shall be provided to the Town Clerk and Building Inspector, so that requirements for site construction are known. Voted in 2018
- 2) The Board uses the National Grid interconnection agreement count to determine the number of commercial solar facilities in Town. This means the count is not by landowner. Voted in 2018.
- 3) The Board shall field inspect all properties that make application for site plan review and/or special permit before or, if necessary, shortly thereafter a public hearing. Voted in 2017.
- 4) Zoning bylaw waivers shall be voted with a Board simple majority vote. Special permit and site plan review votes shall be voted with a Board super majority vote. Voted in 2018.
- 5) A site plan review filing fee of \$2.00 per \$1000 of construction value, as reported by the applicant and approved by the Board, with a minimum of \$200, is required at the time of submission of application. (Zoning Bylaw Section VI.G.5. Reasonable Fees) Board confirmation vote as of March 20, 2019.
- 6) The Board requires financial surety of \$100,000 cash per approved megawatt AC payable to the Town of North Brookfield prior to obtaining a building permit. Any fraction of a megawatt shall be accounted for. Said money shall be held by the Town Treasurer pursuant to MGL, c. 44, Section 53 ½ to cover cost of decommissioning the solar array infrastructure and site landscape remediation. (Zoning Bylaw Section VI.F.5.d. Financial Surety) Board vote as of March 20, 2019.
- 7) A cash payment to the Town of North Brookfield of \$20,000 is required for each self contained battery storage container within each solar project. This payment is for decommissioning. Board vote as of October 2, 2019.
- 8) A cash payment to the Town of North Brookfield of \$50,000 is required for each self contained battery storage container within each stand alone battery storage project. This payment is for decommissioning. Board vote as of October 2, 2019.
- 9) An electronic version of plot plans and preliminary/definitive subdivision plans shall be provided to the Planning Board at least seven days prior to a regularly scheduled monthly meeting. The plans should be emailed to the board Chair. Board voted on January 20, 2021.
- 10) A signed landowner agreement letter shall be provided to the Planning Board if any plan seeking Board approval is submitted in the name of a person or entity who is not the owner. Board voted on February 16, 2022.