

**SECTION 10:00**  
**ADMINISTRATION AND INSPECTION**

**10:01 General.**

1. The developer shall retain the services of a professional engineer registered in the Commonwealth of Massachusetts, who will administer and inspect the subdivision. The engineer shall certify in writing to the Board, that the subdivision has been built in accordance with the approved plans and the Board's Order of Conditions. The engineer's certification shall be based upon the partial administration and inspection schedules mentioned in Section 10:02 and 10:03 below.
2. CONSTRUCTION SHALL NOT COMMENCE ON ANY PORTION OF THE SUBDIVISION UNTIL THIS CONDITION HAS BEEN MET. Prior to the commencement of construction, the developer, the project's engineer and the designated contractor must meet with the Planning Board's agent and the Town's Highway Superintendent for a preconstruction meeting. At that time, the developer must provide evidence that all required plans and documents have been recorded at the Hampshire County Registry of Deeds.
3. The developer shall notify in writing the Highway Superintendent and the Planning Board, two (2) days in advance of the date of commencement of construction and subsequent phases of construction such as but not limited to the installation of utilities, roadway excavation, pavement installation, etc.

**10:02 Partial Administration.**

The engineer (see Section 10:01:1) shall perform the following:

1. Review all material submissions by the contractor and advise the Board as to their conformance to the Town standards.
2. Review all submissions dealing with (a) requests to change approved plans and/or construction materials and (b) changes in the performance guarantee such but

not limited to letter of credit decreases. Submit recommendations to the Board in writing.

3. Review field changes requested by the contractor. Submit recommendations to the Board in writing.
4. Certify to the Board the completeness and accuracy of record plans and tie-cards.
5. Advise the Board in regard to the contractor's performance and ability to adhere to the approved time table.
6. Provide daily log sheets to the Board clearly showing the extent of the inspections.

### **10:03 Inspections.**

The engineer (see Section 10:01:1) shall perform the following:

1. Periodic unscheduled inspections of all underground utility installations. The frequency and duration of these inspections must be such that the inspector is able to state and certify that the utilities were installed properly.
2. Visual inspection of the complete storm drain system.
3. Witness, review, advise and certify to the Board the following utility tests:
  - a. Water System. Pressure test, fire flow test (see Sections 7:11 & 8:19).
  - b. Sanitary Sewer System. Pressure test, "go-no go" test (see Sections 7:12 & 8:18).
4. Evaluation of the roadway/sidewalk subgrade to determine the need for special treatment such as filter fabric, subdrains, extra excavation, etc.
5. Final elevation check of subgrade every fifty (50) feet along the centerline of construction.
6. Periodic unscheduled inspections of the gravel base.

7. Final elevation check of bank run, screened and processed gravel.
8. Continuous inspection of the bituminous concrete installation (both roadway and sidewalk).
9. Periodic unscheduled inspections of bituminous berm and granite curb installation.
10. Periodic unscheduled inspections of detention ponds, drainage ditches, rip-rap, headwalls, loam and seed, street signs, etc.
11. Final inspection of all water gates and service boxes.
12. Final inspection of all manholes and catch basins.
13. Preparation of final punch list.
14. Final inspection of subdivision and final written report to the Board.

#### **10:04 Additional Requirements.**

1. After the installation of the complete water and sanitary systems and prior to the placement of any gravel on the proposed roadway, the developer shall present to the Board ties to fixed and easily identifiable objects and elevations (whenever applicable) on 4"x6" cards of all appropriate components of said systems (such as bends, tees, gates, corporations, curb stops for water systems and wyes and ends of all sanitary sewer services), so that the Town will be able to physically locate said components in the future. The cards are to be prepared by the project's engineer. Upon approval of the tie cards, the Board shall notify the developer in writing to proceed with construction.
2. The developer shall present proof, at his own expense, by a qualified laboratory, that the gravel to be used on the project meets State specifications.
3. The water main shall be tested by the developer or his designee at their own expense, for adequate fire flow (see Section 7:11.4). The fire flow test shall be

conducted by a Professional Engineer, at a time to be chosen by the Town's Fire Chief.

#### **10:05 Interpretation.**

Whenever these Rules and Regulations made under the authority hereof differ from those prescribed by any local ordinance, bylaw or other regulation, the regulation which imposes the greater restriction or the higher standard shall govern.

#### **10:06 Enforcement by Denial of Building Permit.**

1. The Building Inspector of the Town of Williamsburg shall not issue building permits for any of the lots in a subdivision unless notified in writing by the Chair of the Planning Board that the approved subdivision plans and documents have been recorded at the Hampshire County Registry of Deeds.
2. The Building Inspector of the Town of Williamsburg shall not issue occupancy permits for any of the lots in a subdivision unless notified in writing by the Chair of the Planning Board that the subdivision meets the Town's fire flow requirements. It is strongly suggested that the water main and related services be constructed as soon as possible to insure compliance with Section 7:11.4.
3. The Building Inspector of the Town of Williamsburg shall not issue occupancy permits for any of the lots in a subdivision unless the following have been installed:
  - a. all utilities services to the lot.
  - b. the bituminous binder on the roadway leading to the lot.

#### **10:07 Material Testing.**

The developer shall test, upon the request of the Planning Board and/or the Highway Superintendent and at his own expense, all materials to be used in the construction of the public ways. The tests shall be conducted by a qualified firm/laboratory/individual which has been

approved by the Planning Board and/or the Highway Superintendent.

**10:08, Required inspections**

The Planning Board may require that certain mandatory inspections shall be performed by the Williamsburg Highway Superintendent or his representative. Time charges for these required inspections will be as listed in Section 11:00.