



Community & Economic Development Division  
Economic Development/Planning

Municipal Office Building  
66 Central Square  
Bridgewater, MA 02324  
508-697-0950

## PRE-CONSTRUCTION MEETING



If you have recently received Subdivision or Special Permit/Site Plan approval from the Planning Board our standard conditions include the following:

The Town Engineer or other designee appointed by the Planning Board shall oversee the construction of the drainage systems. The Town Engineer or other designee of the Planning Board (the inspector) shall be present during all critical stages of construction to ensure that proper construction practices are followed. The inspector shall be notified at least 48 hours in advance of each task that needs to be completed and signed off. **A pre-construction meeting with the contractor, developer, the inspector and a member of the Board shall take place before construction begins.** The applicant shall be responsible for costs of the site inspector, when the inspector is an outside consultant not employed by the Town. A deposit of \$2500.00 dollars shall initially be submitted to the Planning Board prior to the start of construction to ensure payment of the site inspector; additional moneys shall be deposited in advance if it is anticipated that inspection shall cost more than the original deposit.

This means you will need to do the following prior to construction:

- Obtain your Decision with a 20 Day Letter of No Appeal from Town Clerk
- Contact Planning Board staff to set up a Pre-construction Meeting.
  - Email Elijah Romulus at [eromulus@bridgewaterma.org](mailto:eromulus@bridgewaterma.org) or call (508) 697-0950
- Make sure that the following people are present;
  - The Applicant
  - The Applicant's Engineer
  - The Applicant's Construction Supervisor or designee.
- A **Check or Money Order** deposit of **\$2500.00** submitted to the Bridgewater Planning Board prior to the start of construction to ensure payment of the site inspector.
- Sign an Acknowledgement of Receipt and Understanding of Permitting Documents.

Town representatives in the meeting include: Community & Economic Development, Town Engineer, Building, Health, Highway, Water & Sewer, Fire and/or Police Departments.

***Bridgewater:***

*Preserving Our Past. Enriching Our Present. Building Our Future.*