



# City of Fall River Massachusetts

## Office of the City Clerk

**ALISON M. BOUCHARD**  
CITY CLERK

**INÊS LEITE**  
ASSISTANT CITY CLERK

### PROCEDURE FOR LAYING OUT AND ACCEPTING STREETS

In order to accept as a public way any unaccepted way, a petition signed by at least ten (10) legal voters must be filed with the City Clerk and the following procedures followed.

*Alison M. Bouchard*  
City Clerk

- Petition filed with the City Clerk (blanks available to public.)
- Order for plans prepared by City Clerk.
- Both petition and order submitted to City Council.
- Council refers both petition and order to Planning Board for its recommendation.
- Planning Board submits recommendation to Council (favorable.)
- Council then adopts the order for plans to be prepared.
- Engineers undertake field survey, establish grades, draft final plans and report, and submit request for Council hearing to City Clerk.
- Council adopts order calling for public hearing.
- City Clerk notifies abutting property owners of hearing.
- Council holds hearing (no objectors) and adopts order calling for final report on acceptance of street.
- Council accepts final report, thus accepting the street as a public way.
- Mayor signs final report, accepted by the Council.
- The acceptance is recorded at the Registry of Deeds.

If the Planning Board recommends that the street not be accepted, or if someone objects at the hearing, then the matter will be referred to the Committee on Public Works and Transportation to hear and consider the objections. The Committee will then make its recommendation to the full Council. The Council will either accept the street or reject it. It usually takes a minimum of about eight (8) weeks to complete the process if no objections are made.

This petition must be signed by at least 10 legal voters of the City of Fall River

Fall River, Mass., .....

To the City Council of Fall River:

The undersigned, legal voters of the City of Fall River, respectfully represent that common convenience and necessity require that the street or way now called ..... Street, extending from ..... Street to ..... Street, be laid out and accepted for use of said City; and they petition that you cause the same to be done.

This request is made for the following reason(s):

Four horizontal lines for providing reasons for the request.

Table with 4 columns: Name, Address, Ward, Precinct. It contains 13 empty rows for signature and address entry.

Name

Address

Ward

Precinct


CITY OF FALL RIVER

(Check thus / at the left of certified names)

\_\_\_\_\_, 20\_\_\_\_

I hereby certify that \_\_\_\_\_ of the within signatures are names of voters in the City of Fall River.

\_\_\_\_\_  
Member, Board of Registrars of Voters

(Petitioners Must Not Fill These Blanks)

**PETITION**

**TO LAY OUT AND ACCEPT**

\_\_\_\_\_  
Street,  
from \_\_\_\_\_  
Street,  
to \_\_\_\_\_  
Street,

\_\_\_\_\_  
IN CITY COUNCIL  
\_\_\_\_\_