



Assessors Plat/Lot:		<u>Zone:</u>
PROJECT TITLE (STREET — APPLICANT)		

Pursuant to: §340-27 of the Town of Johnston, Rhode Island Zoning Ordinance
Submission: Submit application to the Building Official
Deadlines: Application must be certified as complete at least **32 days prior** to Planning Board review meeting

	COMPLETE	INCOMPLETE	N/A	REQUIREMENTS — <i>all projects</i>	COPIES
I.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Application form (Original, signed by all owners of record or agents with owner authorization)	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Checklist	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan #1. INITIAL STAFF REVIEW — see specifications below	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supplementary documents — see below	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Radius map (Tax assessor's plat map with project boundary and 200' radius—within 500' if ≤ 8 owners)	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Abutters list (Property owners within 200' by name, address, zip code, and assessor's plat and lot — within 500' if ≤ 8 <u>different</u> owners)	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tax certificates (Municipal lien certificates for previous five years)	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal instruments (Proposed easements, quit-claim deeds for streets/rights-of-way, restrictions and covenants, etc.)	3
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fee — application. \$700 per acre	—
II.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan #2: STAFF REVIEW — All plan revisions/corrections are to be CLOUED and NUMBERED within a delta symbol clearly identifying the plan changes.	3
III.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate of completeness (To be issued at least 4 weeks prior to Planning Board meeting)	—
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan #3: PLANNING BOARD REVIEW — 13 copies (<u>reduced</u> if legible) of plan after certified as complete, but no later than 12 days prior to Planning Board meeting	13

	COMPLETE	INCOMPLETE	N/A	PLAN — <i>all projects</i> <i>Industrial Site Plan: see §340-27.C of the Zoning Ordinance for submission requirements</i> 3 copies submitted with application; 5 copies to be submitted upon issuance of Certificate of Completeness	SHEET #
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of project (or street and applicant), project purpose, type of review, and assessor's plat and lot number for all properties involved — in title block	_____
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property owner(s) of record and applicant/developer by name and address	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designer by business title block and originally signed seal	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Professional engineer by business title block, with certification (as appropriate) and originally signed seal	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registered land surveyor by business title block, originally signed seal indicating Class I Certification	_____
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dates of plan preparation, subsequent revisions (with description) and any prior Planning or Zoning	_____



**TOWN OF JOHNSTON
PLANNING BOARD**

100 IRONS AVENUE, JOHNSTON, RI 02919
TEL: (401) 231-4000 ♦ FAX: (401) 231-4181

Site Plan Review — Industrial Use

CHECKLIST

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		Board approvals by month, day and year (with book and page of recorded decisions)	
7.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Scale and graphic scale (approx. 1" = 100') and north arrow	
8.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Location map within ½ mile radius (approximately 1"=1,000')	
9.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Name of project (or street and applicant), project purpose, type of review, and assessor's plat and lot number for all properties involved — in title block	
10.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Property owner(s) of record and applicant/developer by name and address	
11.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Zoning district with dimensional requirements and setbacks	
12.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Number and size of lots, units and/or parcels; total acreage, existing and/or proposed; and intended use	
13.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Street index note block with notation: "This plan is to be indexed under the following streets:"	
14.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Sizes of areas to be disturbed, size of area already developed, and size to be enlarged or modified	
15.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Adjoining property owners by name and assessor's plat and lot number	
16.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Location and dimensions of existing and proposed buildings, use, occupancy, and distance from property lines	
17.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Boundary, lot, setback, frontage & street lines; total area of lots & roadways, existing/proposed	
18.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Proposed signs with location, size, composition, height, and purpose (if none, state on plan)	
19.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Proposed outdoor lighting and impacted lighted area (if none, state on plan)	
20.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Surface area to be covered by buildings or other impervious surfaces by size (sf) and percentage with details	
21.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Surveyed location of existing and proposed boundary lines and easements with metes and bounds	
22.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Easements (labeled with purpose); rights-of-way, public and/or private; and deed/plat restrictions/covenants, existing/proposed (if none, state on plan)	
23.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Streets/public ways on/within 200' by name, width (pavement and r-o-w), and curbing	
24.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Monuments, existing/proposed, at all corners/points of intersection of boundary line	
25.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Extraordinary/unusual natural features (i.e., natural rock outcroppings), historic areas, cemeteries, foundations, etc. (if none, state on plan)	
26.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Closest residential properties within 200' of property/ies (distance only if none within 200')	
27.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Location of percolation tests holes and/or groundwater determination test holes, as applicable	
28.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Water, sewer/septic lines/mains, and hydrants by surveyed location and size, integral to site and within 200'	
29.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Driveways, circulation, loading, and/or stacking spaces/areas; property access areas, sidewalks, pedestrian traffic areas, and curb lines; and parking spaces, off-street and handicapped, by location, arrangement, dimensions, and surface composition	



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|-----|--------------------------|--------------------------|--------------------------|---|--|
| 30. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed landscaping (including walls, fences, screen plantings, ground cover, etc., and street trees and buffers between unrelated uses) by location, height, materials, and details; minimum coverage table; and planting and 2-year maintenance specifications. <i>See §340-27.2, Landscape design standards</i> | |
| 31. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Flood hazard areas from most recent FEMA mapping | |
| 32. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lakes, ponds, watercourses, and/or freshwater wetlands; and flood plains, floodways and required buffer areas(if none, state on plan); and drainage patterns, by surveyed location | |
| 33. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Detention/retention ponds and basins and/or other proposed/existing stormwater management structures with buffer areas, wall and floor elevations, capacity, fencing, plantings, etc. | |
| 34. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Soils with delineation, description and annotation per USDA Natural Resources Conservation Service | |
| 35. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Topography surveyed at 2' intervals, including finished grades, slopes, banks, and ditches; and average slope before and after development | |
| 36. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed soil erosion and sediment control measures with construction details | |
| 37. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed improvements on/within 200' (if none, state on plan) | |
| 38. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Potential impacts (if none, state on plan) | |
| 39. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Phasing, construction timetable and details (if none, state on plan) | |
| 40. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Legend (on every sheet) | |
| 41. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed temporary cul-de-sacs with engineering details | |
| 42. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Profiles and grading and utility plans (streets, underground drainage structures, and utilities) | |
| 43. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed special structure details | |
| 44. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Match lines | |

COMPLETE INCOMPLETE N/A	<h3>SUPPORTING DOCUMENTATION</h3> <p>3 copies each with application; additional copies may be requested upon issuance of Certificate of Completeness and for the Planning Board</p>
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|----|--------------------------|--------------------------|--------------------------|---|--|
| a. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Narrative description of entire proposal and potential impacts (i.e., traffic, noise, and incompatibility of adjoining structures and uses) | |
| b. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Narrative analyzing consistency with Johnston Comp Plan | |
| c. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | RIDEM wetlands alteration permit — original (to be returned), copies of stamped plan, and recorded permit | |
| d. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | RIDEM Onsite Wastewater Treatment System (OWTS) permit (copies of stamped plan and permit form) | |
| e. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | RIDEM Underground Injection Control (UIC) approval | |
| f. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | RIDOT Physical Alteration Permit (PAP) | |
| g. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fire Department letter re: hydrants, cisterns, dry piping, cul-de-sacs; and plan (original stamped—to be returned) | |



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- h. Letters re: proposed street name(s) to Building Official
- i. Zoning Board decision re: variances or other relief
- j. Police Department letter re: street and regulatory signs
- k. Traffic study (PE stamped and signed)
- l. Utilities—letters re: availability and capacity, and certification of proposed water flow/pressure
- m. Analysis of water capacity and pressure, existing/proposed
- n. Drainage—plan and calculations, report on downstream areas, and analysis of existing/proposed systems
- o. Development impact study
- p. Building elevations for all structures, principal/accessory, with all views and footprint
- q. Proposal for perpetual care of cemeteries
- r. Proposed arrangements for completion of required public improvements, including construction schedule and/or financial guarantees¹
- s. Proposed arrangements for dedication of land and/or fees in lieu of land dedication
- t. Written response to §340-27.E. Guidelines for Review, (2)(a) to (q)

ADDITIONAL INFORMATION

As requested during the pre-application meeting

	COMPLETE	INCOMPLETE	N/A
a.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Performance bond for proposed construction and other work to be approved by staff and/or Planning Board and posted by applicant prior to construction.