

# TOWN OF BRISTOL PLANNING BOARD

## MINOR SITE PLAN REVIEW: CHECKLIST

Tax Map # \_\_\_\_\_ Lot \_\_\_\_\_

Office-Designated File Number: \_\_\_\_\_

Project Name: \_\_\_\_\_ Applicant: \_\_\_\_\_

Project Address: \_\_\_\_\_

**NOTE:** An application will be considered complete for submission if it meets ALL the following requirements. Requested waivers shall be written on the plan. Incomplete applications may be rejected or continued to the next regular Planning Board meeting. *All regulations cited below (e.g. 8.9.A.1) can be found in the Subdivision and Site Plan Review Regulations unless otherwise noted.*

	Applicant	LU Office	Planning Board
Items #1-6 must be on the <u>APPLICATION</u>			
<b>1. Names, Addresses &amp; Phone Numbers of Applicant and Owner (8.9.A.1)</b> <input type="checkbox"/> applicant name, address, and phone number <input type="checkbox"/> owner name, address, and phone number <input type="checkbox"/> owner, applicant are same person	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>2. Location of Site (8.9.A.2)</b> <input type="checkbox"/> tax map # and lot <input type="checkbox"/> street address	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>3. Brief Description of Plan (8.9.A.3)</b> <input type="checkbox"/> existing use <input type="checkbox"/> proposed use <input type="checkbox"/> changes to existing use	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>4. Detailed Description of Services/Products for Non-Residential Use (8.9.A.4)</b> <input type="checkbox"/> hours of operation <input type="checkbox"/> changes of existing use	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>5. Abutters List (8.9.A.5)</b> to be verified by Land Use Department	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>6. Parking requirements, with written statement with calculations depicting how the parking requirements are being met (8.5.E, 8.9.A.9)</b> <input type="checkbox"/> proposed <input type="checkbox"/> none proposed <input type="checkbox"/> existing <input type="checkbox"/> none existing	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A
Items #7-14 must be on the <u>PLAN</u>			
<b>7. Three (3) copies of Minor Site Plan (8.9.A.6) Showing:</b> <input type="checkbox"/> lot under consideration <input type="checkbox"/> all abutting properties <input type="checkbox"/> zoning district(s)	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>8. North Arrow (8.9.A.7)</b>	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>9. Previous Zoning Board Decisions (8.9.A.8)</b>	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A

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<b>10. Rights-of-Way/Easements (8.9.A.10)</b> <input type="checkbox"/> rights-of-way shown <input type="checkbox"/> no rights-of-way on property <input type="checkbox"/> easements <input type="checkbox"/> no easements on property	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A
<b>11. Permits and Approvals (8.9.A.11)</b> <input type="checkbox"/> Bristol _____ <input type="checkbox"/> State _____ <input type="checkbox"/> Federal _____	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A
<b>12. Description of Changes in Exterior Lighting (8.9.A.12)</b> <input type="checkbox"/> type <input type="checkbox"/> intensity <input type="checkbox"/> location <input type="checkbox"/> direction	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A
<b>13. Planning Board Approval Block (8.9.A.13)</b> See Instructions Document	<input type="checkbox"/> Provided		<input type="checkbox"/> Included <input type="checkbox"/> No
<b>14. Requested Waivers in Writing, to Explain Why Requested (8.9.B)</b>	<input type="checkbox"/> Provid. <input type="checkbox"/> N/A		<input type="checkbox"/> Included <input type="checkbox"/> N/A

The Planning Board may decide that your proposal requires additional data or study—to be submitted by their chosen professional. Leave the following section blank.

For Planning Board Use Only – Additional Requirements (8.9.B)

<input type="checkbox"/> environmental impact	<input type="checkbox"/> environmental impact waived	<input type="checkbox"/> Included	<input type="checkbox"/> N/A
<input type="checkbox"/> traffic study	<input type="checkbox"/> traffic study waived	<input type="checkbox"/> Included	<input type="checkbox"/> N/A
<input type="checkbox"/> cost estimate	<input type="checkbox"/> cost estimate waived	<input type="checkbox"/> Included	<input type="checkbox"/> N/A
<input type="checkbox"/> fiscal impact study	<input type="checkbox"/> fiscal impact study waived	<input type="checkbox"/> Included	<input type="checkbox"/> N/A
<input type="checkbox"/> other: _____		<input type="checkbox"/> Included	<input type="checkbox"/> N/A