PLANNING BOARD

TOWN OF DEDHAM, MASSACHUSETTS

26 Bryant Street, Dedham, MA 02026
Tel. 781-751-9240
Fax 781-751-9225

FORM X
APPLICATION FOR SITE PLAN REVIEW (§9.5)

The undersigned owner, or on behalf of and duly authorized by the owner, hereby applies for planning board review and approval of the site plan described herein and submits the filing and review fees and exhibits as required by §9.5 of the zoning by-law including a site plan submittal packet that includes:

☐ **Major Site Plan** **Date of Application** _____

☐ **Minor Site Plan**

☐ **Modification**

Property

Street Address: _____ Map _____ Lot _____

Zoning District _____ (if multiple lots, please attach separate sheet noting Map and Lot numbers and zoning district for each)

Applicant

Owner(s): _____ E-Mail: _____@_____

Address: _____ Phone: _____

Lessee/Occupant: _____ E-Mail: _____@_____

Address: _____ Phone: _____

Engineer (if applicable): _____

Address: _____

E-Mail: _____@_____ Phone: _____

Landscape Architect (if applicable): _____

Address: _____

E-Mail: _____@_____ Phone: _____

Counsel (if applicable): _____

Address: _____

E-Mail: _____@_____ Phone: _____

Boundary Description and Abutters (Please Attach Separate Sheet)

Project Narrative

Applicant shall attach a separate sheet describing the nature and scope of the project in narrative form. This should include, as applicable, the square feet of commercial or industrial space, the number of residential units, etc. **Please note any waivers requested in the narrative and the plan.**

9.5.4 Application

- ☐ Legal boundaries of the parcel with dimensions, bearings, and radii, including any easements on the property and its area and showing boundaries of zoning districts, including flood plain.
- ☐ Abutting owners and streets.
- ☐ Material or planting species where applicable.
- ☐ Existing or proposed: buildings and structures.
- ☐ Parking spaces and aisles or driveways.
- ☐ Pavement and curbs.
- ☐ Landscaping and vegetation.
- ☐ Topography existing and proposed with two (2) foot contours (grading).
- ☐ Water and sewer lines.
- ☐ Drainage in detail.
- ☐ Wetlands.
- ☐ Traffic signs, easements and rights of way.
- ☐ Access and curb-cuts.
- ☐ Safety provisions.

☐ Loading berths.

☐ Dumpster and snow storage areas.

☐ Utilities and electrical service.

☐ Pedestrian ways.

☐ Polar diagram showing the direction and intensity of outdoor lighting.

☐ Zoning district boundaries.

☐ Elevations and floor plans of existing and proposed buildings; location and design of all signs and exterior lighting.

☐ A tabulation of floor areas (and outdoor areas, where this is applicable) devoted to various principal uses, the applicable parking requirements, the estimated cost of construction and of landscaping meeting the requirement for parking plans.

☐ Title block, showing address, scale, north arrow, seal and signature of the registered architect, engineer, land surveyor, or landscape architect responsible for a particular component of the site plan, and a locus plan at 1" = 200' scale showing abutting lots.

☐ The location, showing distances from property lines, dimensions, and use of existing and proposed buildings, structures, additions, and demolitions, also fences, streams, and wetlands.

☐ The location and size of underground utilities, including water, sewer, and drain piping, the inverts of manholes and drain catch basins, underground or overhead electric and other conduits.

☐ The location and size of existing and proposed vegetation.

☐ The location and size of any proposed signage on the site.

☐ Information required to determine compliance with parking requirements shall be shown on the plan in a tabular form, including lot area, floor area ratio (FAR), and the existing and the proposed total floor area and floor areas dedicated to various uses, the parking spaces required for each principal use, the numbers of existing and proposed parking spaces, and the maximum legal occupancy, where required.

☐ Other information needed or helpful for verifying compliance with the applicable parking

requirements, and any waivers requested shall be noted on the parking plan.

9.5.5 Major Site Plan: Additional Information

☐ A separate traffic and access report may be required by the Planning Board shall be submitted, citing and substantiating the number of cars and trucks expected to enter and leave the premises in a 24 hour period and during the morning and afternoon peak hours; traffic volumes, pavement width, and Level of Service on each road abutting or serving the site; signalization and turning movements for any intersection abutting or within 500 feet of the site; any special conditions affecting it; and mitigating measures proposed.

☐ The applicant may also submit other explanatory or relevant exhibits and materials to assist the Planning Board in evaluating the site plan and its effect on the neighborhood.

☐ **Filing and Processing Fee and Consultant Review Fee**

☐ **Summary list of all prior filings for this site including denials and withdrawn applications**

<u>Number of Sets to Deliver:</u>

☐ **Site Plan, Full Size: Eight (8) Sets**

☐ **Site Plan, Reduced Size: Ten (10) Sets**

☐ **Traffic Study and Access Report: Three (3) Sets**

☐ **Application and Narrative: Seven (7) Sets**

☐ **Acrobat (pdf) files of all plans, maps, application, narrative and supporting materials.**

Signatures:

_____
Printed Name

_____
Signature of Applicant/Designee

- Attach written authorization if not the property owner or attorney-at-law/counsel.
- Attach any Zoning Board of Appeals (ZBA) or other applicable decision, permit, or approval (**Note**: It is the responsibility of the applicant to determine the applicable permits, approvals, or licenses required for the proposed development).
- Attach a narrative statement of existing and/or proposed construction and uses, and other relevant information.