

Town of Winthrop  
Department of Planning

1 Metcalf Square  
Winthrop, MA 02152  
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# Site Plan Review Application

## Planning Department Use Only

Application Number: \_\_\_\_\_

Date Stamped Received

### 1 Location

No.	Street	Parcel	Map	
	Name	Address	Telephone No.	Fax No:
Owner(s): _____				
_____				
Applicant: _____				
_____				

### 2 Zoning Information

Zoning District(s): \_\_\_\_\_

Total Site Area (acres or s.f.): \_\_\_\_\_ Lot Frontage (ft.): \_\_\_\_\_

Present Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Property located near a historic land mark  Yes  No

Flood Plain?  Yes  No

Is any zoning relief being requested?  Yes  No If Yes, explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Property identified in the Open Space Plan?  Yes  No

**Proposed Project**

Provide a brief narrative of the project description:

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Ground coverage by buildings and pavement:

Existing: \_\_\_\_\_ s.f. \_\_\_\_\_ % of site

Additional Proposed: \_\_\_\_\_ s.f. \_\_\_\_\_ % of site

Total Proposed: \_\_\_\_\_ s.f. \_\_\_\_\_ % of site

Gross floor area (GFA):

Existing: \_\_\_\_\_ s.f.

Additional Proposed: \_\_\_\_\_ s.f.

Total Proposed: \_\_\_\_\_ s.f.

Breakdown of proposed use(s) by GFA:

Use

GFA (7'3" in height or greater)

_____	_____
_____	_____
_____	_____
_____	_____

Describe in terms of any other units of measurement the use of occupancy of the building(s) such as maximum seating capacity, number of employees, number of tables, etc.:

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Effect of the project on public services, such as water, sewer, schools, police, fire, waste disposal and recreational facilities: \_\_\_\_\_

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**Supplemental Information**

Parking Space(s): Existing: \_\_\_\_\_ Additional Proposed: \_\_\_\_\_ Total Proposed: \_\_\_\_\_  
 Loading Space(s): Existing: \_\_\_\_\_ Additional Proposed: \_\_\_\_\_ Total Proposed: \_\_\_\_\_

How many vehicles are used for business and parked on site: \_\_\_\_\_

Estimated traffic flow within the site: \_\_\_\_\_ A.M. Peak \_\_\_\_\_ P.M. Peak

Estimated traffic flow on streets adjacent to the site: \_\_\_\_\_ A.M. Peak \_\_\_\_\_ P.M. Peak

Proposed Water Supply: \_\_\_\_\_ If Town water, estimated demand (gals/day): \_\_\_\_\_

Are water conservation measures proposed?  Yes  No

If Yes, explain: \_\_\_\_\_

Proposed Sewage Disposal: \_\_\_\_\_ Estimated demand (gallons/day): \_\_\_\_\_

Amount of grading (cubic yards): \_\_\_\_\_ cut \_\_\_\_\_ fill

Will the project require the removal of soils from the site?  Yes  No

If Yes, how may cubic yards and where is soil being relocated: \_\_\_\_\_

Project require the removal of any trees greater than 2" or major screening vegetation?  Yes  No

If Yes, explain: \_\_\_\_\_

Is proposed work located within  25 ft. or  100 ft. of a wetland and/or  200 ft. of a river or stream?

If Yes, explain how and what measures are taken to mitigate impacts: \_\_\_\_\_

Has a permit been applied for under M.G.L.Chapter 13 1, Wetlands Protection Act?  Yes  No

The application shall be filled out completely and in accordance with the Planning Board Procedures for Site Plan Review and Site Plan Review Checklist so that there will be no ambiguity or uncertainty as to the applicant's intent in seeking approval of this application.

- (a) Protection of adjoining premises against seriously detrimental uses by provision for surface water drainage, sound and sight buffers, and preservation of views, light and air;
- (b) Convenience and safety of vehicular and pedestrian movement within the site, the location of driveway openings in relation to traffic or to adjacent streets and, when necessary, compliance with other regulations for the handicapped, minors and the elderly;
- (c) Adequacy of the methods of disposal of refuse and other waste resulting from the uses permitted on the site;
- (d) Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the premises;
- (e) Adequacy of the method of exterior lighting for convenience, safety and security within the site and for protection of neighboring properties, roadways and the night sky.
- (f) Relationship of structures and open spaces to the natural landscape, existing buildings, and other community assets in the area and compliance with other requirements of the Zoning Bylaw; and
- (g) Impact on the Town's resources including the effect on the Town's water supply capacity and distribution sewage collection and treatment, fire protection, and streets; and may impose such appropriate conditions, limitations, and safeguards as will insure compliance with the terms of approval.

Applicant is advised to review the Winthrop Zoning Bylaw and Rules of the Planning Board prior to filing an application and prior to appearing before the Board at a public hearing.

The undersigned hereby certifies that he/she has read and examined this application and that the proposed project is accurately represented in the statements made in this application

Owner(s): _____	Date: _____
_____	Date: _____
Applicant: _____	Date: _____
_____	Date: _____

\*\* The signature of the property owner(s) is required for the application to be accepted.