



**TOWN OF LITTLETON
SITE PLAN REVIEW CHECKLIST**

Littleton Town Offices
37 Shattuck Street
Room 303
Littleton, MA 01460
(978) 540-2425

Drawing # _____
Drawing Date _____

Proposed Title _____ Reviewer _____

Applicant _____

Application Date _____

Date of Formal Review by Planning Board _____

Project Description: _____

PLANNING BOARD ACTION

APPROVED

APPROVED SUBJECT TO MODIFICATION

DISAPPROVED

By vote of the Littleton Planning Board

_____ Date: _____

Date of Notice to Building Commissioner _____

POLICY ON TRAFFIC & PEDESTRIAN MITIGATION

Calculated Fee (\$100 per parking space) _____

Fee Paid

Fee Waived

DRAWING REQUIREMENT: §173-17: Littleton Zoning Bylaw

Boundary Lines

Adjacent streets and ways shown

Topography, existing and proposed

Structures, existing and proposed

Walkways

Principal drives

Service entries

Parking

Landscaping

Screening

Park or recreation areas

Utilities:

a. Water

b. Electricity

c. Gas

d. Telephone

Sanitary sewerage

Storm drainage

Seal of registered Architect, Landscape Architect, or Professional Engineer

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DESIGN REQUIREMENTS §173-18

Internal Circulation safe

Egress safe

Access via minor streets minimized

Visibility of parking areas minimized

Lighting avoids glare

Major topography change, tree removal minimized

Adequate access to each structure for emergency equipment

Utilities adequate

Drainage adequate

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USE AND INTENSITY REGULATION

§173-22: Establishment of districts

Parcel is located in zoning district type:_____

Section 173-25: Use Regulations

Use for which application is made:_____

Use allowed **OR**

Special Permit Required (§173-7) because:

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§173-27 & 173-31: Intensity of Use Regulation & Schedule

- Lot area adequate (see also Definitions)
- Lot frontage adequate
- Reduced lot frontage approved, if applicable
- Front yard adequate (see also Definitions)
- Smaller setback approved, if applicable
- Side, rear yards adequate (see also Definitions)
- Building height conforming (see also Definitions)
- Greater building height approved, if applicable
- Building coverage conforming (see also Definitions)
- Building plus paving coverage conforming
- Floor area ratio conforming

GENERAL REGULATIONS §173-32 & 173-33

- Parking and Loading Requirements
- Location of parking conforming
- Number of spaces adequate or waived

Computation _____

§173-32 Parking Area Design

- No parking within 10 feet of street line
- Parking paved, bumper guards conforming or waived
- No backing into public way (§173-32, C.1)
- Egress spacing adequate (§173-32 C. C1)

Screened from abutting residential uses, public ways (§173-32, C.3) for 8 or more cars

§ 173-33: Loading Requirements

No need for trucks to back onto or off a public way

No need for trucks to park on a public way while loading, unloading, or waiting to do so

§ 173-34: Sign Regulation administered by Board of Selectmen, not included in Site Plan Review.

§ 173-43: Landscaping and Screening

Outdoor sales display, commercial outdoor recreation screened

Industrial “A” buffer provided

Corner vision clear

Exterior lighting complies

SPECIAL REGULATIONS

§ 173-52: Motor Vehicle Services

Requirements met, if applicable

§ 173-53: Accessory Uses

Floor and Land area requirements met, if applicable

173-61: Aquifer and Water Resource District

Aquifer District applicable

Water Resource District applicable

Regulations met, if applicable (See separate checklist)

173-72: Wetlands and Flood Plain Regulations

Wetlands and flood plain regulations met, if applicable

173-78: Noise Regulations

Applicant informed of existence of requirements