



TOWN OF LITTLETON
CHECKLIST
Village Common & King Street Common FBC Area
ADOPTED Feb. 3, 2022

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

*Submit this Checklist with the Form 1H Application for any project that is required to comply with Article XXX and applicable sections of Article XXXI

LOT STANDARDS (§173-220)

Fill out columns “Existing” and “Proposed”, as applicable:

Standards	Required	Existing	Proposed	Compliant (Internal Use Only)
Building Setbacks				
Front Setback, Primary (min / max)	10 ft / 20 ft (Subject to the sidewalk setback requirements of §173-220.A.d.)	282 ft	10 ft min, 20 ft max	
Front Setback, Secondary, if applicable (min / max)	10 ft / 20 ft		10 ft min, 20 ft max	
Left Side Setback (min)	10 ft	1053 ft	95 ft	
Right Side Setback (min)	10 ft	109 ft	45 ft	
Rear Setback (min)	10 ft	109 ft	10 ft	
Parking				
Parking Setback, Primary (min)	20 ft	20 ft	20 ft	
Parking Setback, Secondary, if applicable (min)	20 ft	14 ft	144 ft	
Parking Spaces (min) (See §173-224.A. and include calculations)	2,663 spaces required* (See calculations below)	±1,800 existing	2,726 proposed	
Lot Development				
Lot Coverage (max)	80% (Subject to the requirements of the Article XIV Aquifer and Water Resource District and §173-224.J.)	±49%	70%	
Façade Build Out (min)	60%	0%	60%	

* Required Parking: Retail Use: 115,000 SF x 4.5 SP/1,000 SF = 518 spaces
 Office Use (Town Hall) : 19,000 SF x 3 SP/1,000 SF = 57 spaces
 Residential Use: 804 units x 1.3 SP/unit = 1,045 spaces
 Light Industrial: 595,000 SF x 1.5 SP/1,000 SF = 893 spaces
 Hotel Use: 120 Rooms x 1.25 SP/room = 150
 Total: 2,663 spaces

SITE STANDARDS (§173-224)

Check if Compliant (Internal Use Only):

Parking Standards (§173-224.A. thru G.):

- ☐ Parking & Driveway Location
- ☐ Driveway Design
- ☐ Parking Lot Design
- ☐ Parking Lot Access
- ☐ Parking Structure, if applicable (§173-224.G.a. and §173-233.H.d.)

Sidewalk Curb Cuts (Optional and only allowed by Special Permit per §173-221.H.a.):

- ☐ If the location of the new curb cut will minimize potentially dangerous conflicts between motor vehicles and pedestrians;
- ☐ If the property owner has, to every extent practicable, attempted to avoid the creation of a new curb cut by creating a cross-access connection between parking lots, utilizing or establishing shared driveway access, or creating a parking lot that is shared between multiple uses on the same block face; and
- ☐ If efforts have been made to locate the new curb cut on Great Road, King Street, Meetinghouse Road or Stevens Street. Locating the curb cut on side streets shall be discouraged.

Screening Standards (§173-224.I.):

- ☐ Loading Facilities
- ☐ Service Areas
- ☐ Mechanical Equipment

Impervious Area Lot Coverage Maximum (excess of maximum only allowed by Special Permit per §173-224.J.b.):

- ☐ The Littleton Water Department has been given an opportunity to review and comment on the Special Permit application, including the proposed impervious area lot coverage and provisions for stormwater management and artificial recharge of groundwater.
- ☐ The development complies with the Massachusetts Department of Environmental Protection Stormwater Standards and the Littleton Planning Board Stormwater Management and Erosion Control Regulations. Up to date precipitation data, such as in NOAA Atlas 14, must be used for meaningful stormwater control.
- ☐ The artificial recharge provided as part of the development's stormwater management design will not degrade groundwater.
- ☐ The proposed development is compliant with §173-63.A. through F. of Article XIV, Aquifer and Water Resource District.
- ☐ The proposed development is compliant with §173-220 Lot Standards of this Article.

Site Design Guidelines (§173-222)

- ☐ Landscape design in the frontage area complements adjacent sidewalk and provides additional pedestrian amenities.
- ☐ Site landscaping prioritize materials common to Littleton's agrarian history.
- ☐ Site landscaping prioritize native plant species and xeriscape.
- ☐ Rain gardens and bioswales installed to infiltrate runoff from impervious surfaces.

- ☐ Existing historic structures preserved and incorporated into new development to every extent practicable.
- ☐ Where vegetative solutions are not feasible, porous concrete or porous asphalt should be used for impervious surfaces to infiltrate stormwater.

BUILDING STANDARDS (§173-221)

Building Name/Address/No.: _____

Fill out columns “Existing and “Proposed”. Attach separate Building Standards sheets (pages 8 & 9) for each additional building.

Standards	Required	Existing	Proposed	Compliant (<u>Internal</u> <u>Use Only</u>)
Primary Massing(s)				
Width(s) (max)	45 ft (If narrow end oriented front)	327.6 ft	Varies	
	65 ft (If long side oriented front)			
Depth(s) (max)	90 ft (If narrow end oriented front)	277.8 ft	Varies	
	45 ft (If long side oriented front)			
Heights (Subject to §173-233.H. in applicable areas of the KC district)				
Number of Stories (max)	2.5	3	Varies	
Ground Story Height	14 ft (If Commercial)		Varies	
	10 ft min / 12 ft max (If Residential)			
Second Story Height, if applicable (min / max)	10 ft / 12 ft		Varies	
Half Story Height, if applicable (min / max)	10 ft / 16 ft (If Commercial)		Varies	
	10 ft / 12 ft (If Residential)			
Building Height (max)	36 ft (If Mixed Use)	32 ft	Varies	
	32 ft (If All Residential)			
Use and Features				
Ground Story	Any Use, subject to the requirements of Article V and §173-221.J	Office space	Varies	
Upper Story	Any Use, subject to the requirements of Article V and §173-221.J	Office space	Varies	
Ground Story Fenestration	60% min (If Commercial)		Varies	
	15% min / 25% max (If Residential)			

Upper Story Fenestration (min / max)	15% / 25%		Varies	
Building Separation				
Distance from any other building(s) (min)	20 ft	112.5 ft	>20 ft	

Check if Compliant (Internal Use Only):

- ☐ Roof Features (§173-221.I.)
- ☐ Building Assembly (§173-221.M.)

Building Component (§173-221.L.):

- ☐ Side Addition(s), if applicable
- ☐ Rear Addition(s), if applicable
- ☐ Projecting Gable(s), if applicable
- ☐ Projecting Storefront(s), if applicable
- ☐ Dormer(s), if applicable
- ☐ Cross Gable(s), if applicable
- ☐ Bay Window(s), if applicable
- ☐ Balcony(ies), if applicable

Frontage Types (§173-221.N.):

- ☐ Gallery(ies), if applicable
- ☐ Entry Plaza(s), if applicable
- ☐ Dining Patio(s), if applicable
- ☐ Front Garden(s), if applicable
- ☐ Porch(es), if applicable
- ☐ Dooryard(s) or Stoop(s), if applicable
- ☐ Common Lobby(ies), if applicable

Building Design Guidelines (§173-222):

- ☐ Building assembly differs on abutting lots.
- ☐ Architectural design complements the Town's architectural character.
- ☐ Consistent and harmonious composition of materials, windows, doors, and ornamentation.
- ☐ Type and color of materials for building kept to a minimum, and wall materials have the appearance of natural materials.
- ☐ Galleries and porches constructed out of light steel, wood, or wood-appearing materials.
- ☐ Buildings for people age fifty-five (55) and over designed with features specified in §173-149 Age-appropriate design.

If you wish to review application requirements and/or materials with Planning Department Staff prior to submitting your application, please call 978-54-2425, or email the Planning Department.