



**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