

SALISBURY PLANNING BOARD
SITE PLAN REVIEW FILING CHECKLIST

Applicants encouraged to meet with planning department for review of application prior to filing. Applications will not be stamped in at the Town Clerk's office for the Planning Board, until the Planning Department determines that the following items are included with the application:

1. Application must be filled out completely and correctly. (Map and Parcel must be included. Can be found in the Assessor's Office.) **Attachment 1**
2. Planning Dept. reviews application & plans for completeness prior to receiving fees and copies for the Board
3. A complete **REQUIREMENTS AND WAIVER REQUEST FORM** must be submitted along with copies of site plan filings: **Attachment 2**
The waiver request goes to the planning board as a preliminary SPR to only decide on waivers. After decision is made, applicant then submits 8 copies of plans, along with fees and application, and can be stamped in by Town Clerk.
4. Abutters List Request form must be completed at the Assessor's Office (if applicable-check with planning dept.) (\$15-checks payable to the Town of Salisbury).
5. Treasurer's Office signature to ensure all Taxes are paid up to date on the property in question and any applicable betterments are paid in full: **Attachment 3**
6. A complete site plan submittal checklist **must** be submitted along with copies of site plans: **Attachment 4**
7. When plans ready to be stamped in by Town Clerk:
 - a. Site Plan Review Application & Review Fee - Checks payable to the Town of Salisbury.
 - b. Registered Plan drawn to scale and in conformance with Section II.B.1 of the site plan review requirements. (8 Copies)

Planning Department

Town Clerk

***** Note to Applicants *****

- Applicants shall bear the cost of advertising the legal notices in the Newburyport Daily News, and will be directly billed by that publication.
- Planning Board will schedule a Public Hearing within 30 Days of complete submission. For major projects, they will have 60 Days from the date the public hearing was opened to reach a decision. For minor projects, the board has 45 days from the date the application was stamped in by the Town Clerk to reach a decision.
- All conditions must be met and required changes made to the plan, then submitted to the Planning Board for review before a building permit will be assigned.

Attachment 1

TOWN OF SALISBURY
APPLICATION FOR SITE PLAN REVIEW

A REGISTERED SITE PLAN MUST BE FILED WITH THIS APPLICATION FORM

Date Aug. 27, 2019

Applicant's Name Li Realty Trust

Applicant's Address 139 Elm Street

Telephone # & Fax # (617) 777-3157

E-mail Address ben.li1989@msn.com

Application is hereby made for Site Plan Review. This application is for property located at
139 Elm Street, Salisbury, Massachusetts.

Tax Map # 9 Lot # 18

1. Owner of Property: Li Realty Trust

Owner's Address: 139 Elm Street

2. Zoning District: Commercial

3. Lot Size: 4.25 Ac.

4. Existing Use: Restaurant

5. Proposed Use: Restaurant


6. Description of Proposed Work: The applicant is proposing 23
new parking spaces behind the restaurant. Stormwater
improvements are proposed

7. Square Footage of All Proposed Work: 8,500 s.f.

8. Other Permits Required and Status of Applications: Notice of Intent -
to be filed

9. Site Plan Waivers Requested: _____

10. Reason for Waiver Request: _____


Signature of Applicant


Signature of Owner

Planning BoardREQUIREMENTS AND WAIVER REQUEST FORMApplicant Li Realty Trust Map and Parcel # M9, L18Property Owner Li Realty Trust Project Address 139 Elm Street

Plan Requirements	Included in Application	Requesting Waiver
A. Plans drawn by registered professional	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B. Existing site conditions:		
1. All waterbodies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Wetland and Boundaries	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Topography	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Vegetation types	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Other natural features	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C. Location of:		
1. Proposed landscaping	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Existing landscaping and open space	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D. Use Plan indicating locations of		
1. Proposed building and additions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Service and loading areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Curbing and driveway locations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Trash and receptacles or dumpsters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Other site alterations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E. Architectural plans of all proposed buildings		
1. Floor plans	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Elevation plans	<input type="checkbox"/>	<input checked="" type="checkbox"/>
F. Utility Plans showing		
1. Water and sewer connection	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Stormwater Drainage Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
G. Luminaire Plan showing		
1. Foot Candles	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Date: 08/26/2019
txaabut

Town of Salisbury

CERTIFIED ABUTTERS' LIST

Page 1

Parcel ID	Location	Owner Name/Address
09-018	139 ELM ST	LI SHUN FENG TR LI REALTY TRUST 139 ELM ST SALISBURY, MA 01952

A B U T T E R S

09-016	127 ELM ST	SALISBURY TOWN OF SEWER TREATMENT PLANT LAND 5 BEACH RD SALISBURY, MA 01952
09-019	133 ELM ST	BERUBE EDMUND P TR BERUBE IRENE DALE TR 10 FIRST ST SALISBURY, MA 01952
09-020	141 ELM ST	CUDDIRE LAWRENCE CUDDIRE ELM ST REALTY TRUST 145 ELM ST SALISBURY, MA 01952
09-022	145 ELM ST	CUDDIRE LAWRENCE J TR CUDDIRE MARY B TR 145 ELM ST SALISBURY, MA 01952
09-027	151 ELM ST	SALISBURY TOWN OF SEWER TREATMENT PLANT LAND 5 BEACH RD SALISBURY, MA 01952
09-029	137 ELM ST	DUFORD JEFFREY P 137 ELM ST SALISBURY, MA 01952
09-063	129 ELM ST	MASON RAYLENE H DEBRASE JR DANIEL A PO BOX 5632 SALISBURY, MA 01952
09-064	131 ELM ST	SMITH ANTHONY R 131 ELM ST SALISBURY, MA 01952
09-070	135 ELM ST	MANSON KATHY BERUBE COLOM GUILLERMO 135 ELM ST SALISBURY, MA 01952

SITE PLAN APPLICATION
TAX AND BETTERMENT PAYMENT CERTIFICATION

Date Aug. 27, 2019

Map 9 Parcel 18

Owner's Name: Li Realty Trust

Property Address: 139 Elm Street, Salisbury, MA

I, C. Caron, certify that all taxes and applicable betterment's have been paid in full for the property located at Map 9 Parcel 18. The next billing date is 11/1/19.

Signature: Christine Caron
Treasurer or Treasurer's Clerk

Date: 8/27/19

SITE PLAN REVIEW SUBMITTAL CHECKLIST

Before any Site Plan Review application can be filed at the town clerk's office, the following departments must receive the specified information and sign below that the information has been received. Departments have 14 days within which they may approve, disapprove, or comment on the proposed plan.

Board of Health

(1 Set of Plans & application) Received By: James Skerry Date: 8/29/19

Fire Department

(1 Set of Plans & application) Received By: [Signature] Date: 08/29/19

Department of Public Works

(3 Sets of Plans & application) Received By: McElvies Date: 8/29/19

Building Department

(1 Set of Plans & application) Received By: James Skerry Date: 8/29/19

Conservation Commission

(1 Set of Plans & application) Received By: [Signature] Date: 8/29/19

Police Department

(1 Set of Plans & application) Received By: Kathryn Dago Date: 8-29-19

Assessor's Department

(1 Set of Plans & application) Received By: Kate White Date: 8/29/19

Planning Department

(1 Set of Plans & application) Received By: [Signature] Date: 8/29/19

Design Review Committee (if Beach Overlay District Applies)

(3 Sets of Plans & application to Planning Department)

Received By: _____ Date: _____

Housing Partnership Committee (if Inclusionary Zoning Applies)

(1 Set of Plans & application to Town Clerk)

Received By: _____ Date: _____