

SALISBURY PLANNING BOARD
SITE PLAN REVIEW FILING CHECKLIST

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FEB 27 2020

TOWN CLERK
TOWN OF SALISBURY

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 February 10, 2020

Applicant's Name Arakelian Family LLC

Applicant's Address 201 Elm Street Salisbury MA. 01952

Telephone # & Fax # 603-401-9595

E-mail Address bda64@comcast.net

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

Tax Map # 9 Lot # 46 and 67

1. Owner of Property: Arakelian Family LLC
Owner's Address: 201 Elm Street Salisbury MA. 01952
2. Zoning District: C-Commercial
3. Lot Size: 13.77 Acres
4. Existing Use: Cinema
5. Proposed Use: Storage Facility
6. Description of Proposed Work: Construction of rental storage units in the rear of the
property.
7. Square Footage of All Proposed Work: 5.7 AC.
8. Other Permits Required and Status of Applications: Final Building Permit,
Conservation Commission Submittal – Notice of Intent
9. Site Plan Waivers Requested: Luminaire Plan – to be provided prior to Building Permit
10. Reason for Waiver Request: _____

Signature of Applicant

Signature of Owner

Planning BoardREQUIREMENTS AND WAIVER REQUEST FORMApplicant Arakelian Family LLC Map and Parcel # 9-46 and 47Property Owner Arakelian Family LLC Project Address 201 Elm Street

Plan Requirements	Included in Application	Requesting Waiver
A. Plans drawn by registered professional	<u>yes</u>	
B. Existing site conditions:		
1. All waterbodies	<u>yes</u>	
2. Wetland and Boundaries	<u>yes</u>	
3. Topography	<u>yes</u>	
4. Vegetation types	<u>yes</u>	
5. Other natural features	<u>yes</u>	
C. Location of:		
1. Proposed landscaping	<u>yes</u>	
2. Existing landscaping and open space	<u>yes</u>	
D. Use Plan indicating locations of		
1. Proposed building and additions	<u>yes</u>	
2. Parking	<u>yes</u>	
3. Service and loading areas	<u>yes</u>	
4. Curbing and driveway locations	<u>yes</u>	
5. Trash and receptacles or dumpsters	<u>yes</u>	
6. Lighting		<u>no</u>
7. Other site alterations	<u>yes</u>	
E. Architectural plans of all proposed buildings		
1. Floor plans	<u>yes</u>	
2. Elevation plans	<u>yes</u>	
F. Utility Plans showing		
1. Water and sewer connection	<u>yes</u>	
2. Stormwater Drainage Plan	<u>yes</u>	
G. Luminaire Plan showing		
1. Foot Candles		<u>no</u>