

Town of Barrington Planning Board Regulations  
Attachment 1: Pre-Application Meeting Submission Checklist

**Instructions:**

In addition to the Zoning Ordinance, please review the Planning Board Design Standards, Article IX, and Required Improvements, Article X, of Chapter 200 of the Barrington Code of Ordinances prior to completion of submission requirements. Application materials should be submitted electronically to the Administrative Officer via email. Application materials should be in electronic .pdf format and shall legibly print at tabloid (11"x17") size and contain the following information:

Pre-Application	<i>Description of Required Submission Material</i>
	1. Payment of the required fee
	2. A written description of the project identifying any relief (variances, special use permits, waivers or modifications of Planning Board requirements, or adjustments), the number of units and, if applicable, type of housing (e.g. market rate or deed restricted [including income target], ownership, a table of the number of units by bedroom and bathroom count)
	3. A conceptual site plan of the tract no larger than 11"x17" submitted electronically as a .pdf depicting items listed below.*

**Sketch submission requirements:**

- a. Name of the proposed development or subdivision;
- b. Name and address of the property owner and applicant;
- c. A locus map showing properties within 200 feet of the subject property\*;
- d. Date of plan preparation and north arrow;
- e. Assessor's plat and lot number of the subject lot(s);
- f. Perimeter boundary lines of the subject lot(s), drawn so as to distinguish them from other property lines;
- g. Location and dimensions of existing property lines, easements and rights-of way within or adjacent to the subject parcel;
- h. Existing zoning on the site and on all abutting properties;
- i. Names of any streets adjacent to the subject lot(s);
- j. Names of abutting property owners and property owners immediately across any streets adjacent to the subject parcel;
- k. Location and approximate size of existing buildings or significant aboveground structures on the subject parcel;
- l. Location of wetlands, watercourses or coastal features within and immediately adjacent to the subject parcel;
- m. Location of wooded areas and areas of agricultural use;
- n. Location of any unique or historic features, including historic cemeteries within or immediately adjacent to the subject lot(s);
- o. Availability of utilities;
- p. Proposed buildings;
- q. Proposed number of building lots;
- r. Proposed number of dwellings;
- s. Approximate lot areas and dimensions of proposed lots;
- t. Proposed lot lines drawn so as to distinguish them from existing property lines;
- u. Proposed streets or street extensions and dimensions;
- v. Topographic information from the Town's of Barrington's online mapping tool
- w. Concept for collecting and discharging stormwater; and
- x. Concept for grading, including limits of disturbance.

\*An annotated printout of the Town of Barrington's online mapping tool is acceptable to satisfy this requirement