



**City of Peabody**  
**Site Plan Submittal Requirements**  
Pursuant to Section 7.5 of the Peabody Zoning Ordinance

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Petitioner:

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**1. Letter of intent:**

- a) description of project Yes \_\_\_\_\_ No \_\_\_\_\_
- b) existing site conditions Yes \_\_\_\_\_ No \_\_\_\_\_
- c) gross square feet of floor area Yes \_\_\_\_\_ No \_\_\_\_\_
- d) estimated employees/residents Yes \_\_\_\_\_ No \_\_\_\_\_
- e) tabulation of building footprint Yes \_\_\_\_\_ No \_\_\_\_\_
- f) parking and circulation areas Yes \_\_\_\_\_ No \_\_\_\_\_
- g) open space Yes \_\_\_\_\_ No \_\_\_\_\_

**2. Abutter list:** Yes \_\_\_\_\_ No \_\_\_\_\_

**3. Summary of proposed residential development:**

- a) number of dwelling units and acreage Yes \_\_\_\_\_ No \_\_\_\_\_
- b) form of ownership Yes \_\_\_\_\_ No \_\_\_\_\_
- c) provisions for private maintenance Yes \_\_\_\_\_ No \_\_\_\_\_
- d) identification of common or public land Yes \_\_\_\_\_ No \_\_\_\_\_

**4. Statement of project phasing:** Yes \_\_\_\_\_ No \_\_\_\_\_

**5. Stormwater management and drainage:** Yes \_\_\_\_\_ No \_\_\_\_\_

**6. Zoning evaluation table:** Yes \_\_\_\_\_ No \_\_\_\_\_

**7. Development Impact Statement:**

- a) traffic generation Yes \_\_\_\_\_ No \_\_\_\_\_
- b) impacts to abutting properties Yes \_\_\_\_\_ No \_\_\_\_\_
- c) utilities Yes \_\_\_\_\_ No \_\_\_\_\_
- d) the environment Yes \_\_\_\_\_ No \_\_\_\_\_
- e) municipal services Yes \_\_\_\_\_ No \_\_\_\_\_

**8. Title block:**

- a) title of plan, address, map and lot Yes \_\_\_\_\_ No \_\_\_\_\_
- b) owner's name and address Yes \_\_\_\_\_ No \_\_\_\_\_
- c) date prepared and date(s) of revision Yes \_\_\_\_\_ No \_\_\_\_\_
- d) scale Yes \_\_\_\_\_ No \_\_\_\_\_
- e) name, address and seal of preparer Yes \_\_\_\_\_ No \_\_\_\_\_
- f) building code use classification Yes \_\_\_\_\_ No \_\_\_\_\_
- g) type of construction Yes \_\_\_\_\_ No \_\_\_\_\_

**9. Plan and details:**

- a) submitted on minimum of 24 in. x 36 in. sheets Yes \_\_\_\_\_ No \_\_\_\_\_
- b) scale of at least one (1) inch = forty (40) feet Yes \_\_\_\_\_ No \_\_\_\_\_
- c) prepared by registered professional(s) Yes \_\_\_\_\_ No \_\_\_\_\_
- d) site locus Yes \_\_\_\_\_ No \_\_\_\_\_
- e) site layout plan: Yes \_\_\_\_\_ No \_\_\_\_\_
  - i. boundaries of lot(s) in development Yes \_\_\_\_\_ No \_\_\_\_\_
  - ii. property boundaries Yes \_\_\_\_\_ No \_\_\_\_\_
  - iii. rights-of-way and easements Yes \_\_\_\_\_ No \_\_\_\_\_
  - iv. footprints of existing and proposed structures Yes \_\_\_\_\_ No \_\_\_\_\_
  - v. access and circulation patterns Yes \_\_\_\_\_ No \_\_\_\_\_
  - vi. roadways Yes \_\_\_\_\_ No \_\_\_\_\_
  - vii. walkways Yes \_\_\_\_\_ No \_\_\_\_\_
  - viii. drives Yes \_\_\_\_\_ No \_\_\_\_\_
  - ix. parking areas Yes \_\_\_\_\_ No \_\_\_\_\_
  - x. fences Yes \_\_\_\_\_ No \_\_\_\_\_
  - xi. walls Yes \_\_\_\_\_ No \_\_\_\_\_
  - xii. signage Yes \_\_\_\_\_ No \_\_\_\_\_
  - xiii. location and size of refuse areas Yes \_\_\_\_\_ No \_\_\_\_\_
  - xiv. location of handicap parking Yes \_\_\_\_\_ No \_\_\_\_\_
  - xv. outdoor lighting Yes \_\_\_\_\_ No \_\_\_\_\_
  - xvi. building entrances Yes \_\_\_\_\_ No \_\_\_\_\_
  - xvii. service and loading facilities Yes \_\_\_\_\_ No \_\_\_\_\_
  - xviii. areas for snow storage Yes \_\_\_\_\_ No \_\_\_\_\_
  - xix. final selection of site materials Yes \_\_\_\_\_ No \_\_\_\_\_
  - xx. recreation facilities and open space areas Yes \_\_\_\_\_ No \_\_\_\_\_
  - xxi. indicate graphic scale, date, north arrow and vertical datum Yes \_\_\_\_\_ No \_\_\_\_\_

xxii. identified site characteristics or natural features:

- |  |           |          |
|--|-----------|----------|
| I) views                                 | Yes _____ | No _____ |
| II) existing vegetation                  | Yes _____ | No _____ |
| III) wetlands                            | Yes _____ | No _____ |
| IV) topographical changes                | Yes _____ | No _____ |
| V) soils                                 | Yes _____ | No _____ |
| VI) bedrock                              | Yes _____ | No _____ |
| VII) required setbacks/siting and design | Yes _____ | No _____ |

f) Topography and drainage:

- |   |           |          |
|---|-----------|----------|
| i. existing and final topography at two foot intervals  | Yes _____ | No _____ |
| ii. existing and proposed utilities and storm drainage  | Yes _____ | No _____ |
| iii. details and specifications for stormwater drainage | Yes _____ | No _____ |

g) Utility Plan:

- |  |           |          |
|--|-----------|----------|
| i. facilities for refuse and sewage            | Yes _____ | No _____ |
| ii. location of fire protection systems        | Yes _____ | No _____ |
| iii. location of poles, manholes and handholes | Yes _____ | No _____ |

h) Landscaping plan:

- |  |           |          |
|--|-----------|----------|
| i. limits of work                                      | Yes _____ | No _____ |
| ii. existing tree lines                                | Yes _____ | No _____ |
| iii. all proposed landscape features and improvements: | Yes _____ | No _____ |
| I) open space  | Yes _____ | No _____ |
| II) conservation areas                                 | Yes _____ | No _____ |
| III) screening and visual buffers                      | Yes _____ | No _____ |
| IV) detail of planting areas                           | Yes _____ | No _____ |
| V) erosion control measures                            | Yes _____ | No _____ |



I acknowledge that all of the required submittals stated herein have been provided to the Planning Board for Site Plan Review with the exception of the requested waivers noted. I understand that the specifications and technical materials submitted as part of this application and subsequently approved by the Planning Board are relevant only to the approved site plan, and that changes or alterations must be reviewed by the Planning Board in accordance with Section 7.5.14 of the zoning ordinance. I understand that the approved Site Plan and Planning Board decision must be submitted to the Building Inspector prior to receiving building permits, and that final as-built plans must be submitted upon project completion.

\_\_\_\_\_  
Signature of Applicant or Agent:

\_\_\_\_\_  
Date: