



## City of Woonsocket, Rhode Island

### **WOONSOCKET PLANNING BOARD** **RIVER CORRIDOR OVERLAY DISTRICT CHECKLIST**

The applicant shall submit to the Administrative Officer of the Woonsocket Planning Board three (3) 11"x17" copies and one electronic copy of the proposed *River Corridor Overlay District Proposal* for review. The scale shall not be smaller than 1"=40'. At a minimum, the following information shall be provided. Failure to provide the following information will result in the application being certified "incomplete" and no *Certificate of Completeness* will be issued until all such information is received and certified as complete by the Administrative Officer. All requirements are listed in § 12.3 *River Corridor Overlay District* of the *Zoning Ordinance of the City of Woonsocket, Rhode Island*. A copy of the *Zoning Ordinance* is available online at [woonsocket.ri.org](http://woonsocket.ri.org). Click on Code of Ordinances under City Government. Then click on Code of Ordinances on *ClerkBase*. Finally click on Appendix C-Zoning Ordinance.

Every submission must also be accompanied by a *River Corridor Overlay Application*, which is signed and notarized by the property owner(s).

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Project: \_\_\_\_\_  
Assessor's Plat: \_\_\_\_\_ Lot(s) \_\_\_\_\_  
Date: \_\_\_\_\_  
Name of Person Completing Form: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone # \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_  
(Use this form as your checklist)

1. ☐ Name of the proposed project.
2. ☐ Name(s) and address(s) of the applicant(s) and property owner(s).
3. ☐ Name(s) and address(es) and telephone number(s) of land surveyor(s) and/or engineer.
4. ☐ Assessor's map and lot number for each parcel of land involved in the proposed subdivision and for each parcel of abutting land.
5. ☐ Zoning district classification(s) and current and proposed use.
6. ☐ Any information on any decision on a variance, special use permit, or appeal made by the zoning board applicable to the project.
7. ☐ Date of preparation of the plan, and dates of revisions of the plan.

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8. ☐ **Site Plan** three (3) 11"x17" copies containing the following:
  - ☐ Location of all existing and proposed buildings and structures, including signs;
  - ☐ Location of all existing and proposed site improvements, including landscaping and utilities;
  - ☐ Location of all existing and proposed points of vehicular and pedestrian access;
  - ☐ Location of all existing and proposed interior access corridors and parking spaces;
  - ☐ Existing and proposed contour data for the site, at two-foot intervals; and
  - ☐ Stamp and signature of a Registered Land Surveyor licensed to practice in the State of Rhode Island, on the subdivision plan which certifies the plan as correct and in conformance with the Class 1 survey requirements.
9. ☐ **Architectural Submittals** three (3) 11"x17" copies containing the following:
  - ☐ Elevations for all sides of any proposed building or structure, including signs;
  - ☐ Exterior lighting plans; and
  - ☐ Floor plans for proposed buildings.
10. ☐ Certification by the tax collector that all property taxes are current.

Fee Schedule:

Effective September 11, 2017, the appropriate fee for appearance before the River Corridor Overlay District Commission is two hundred dollars and no cents (\$200.00). Make check payable to: City Treasurer, City of Woonsocket, Rhode Island.

Certification of Completion:

As Administrative Officer of the Woonsocket Planning Board, I certify that the above-submitted Administrative Subdivision Checklist is complete and that the Application for Design Review can move forward under the *Zoning Ordinance of the City of Woonsocket, Rhode Island*.

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Administrative Officer

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Date

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