



Town of Lexington

PLANNING BOARD

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 Michael Schanbacher, Clerk
 Melanie Thompson
 Robert Creech
 Michael Leon, Associate

Lexington Minor Site Plan Review Checklist

Project Information	
Project Address	
Project Contact	
Applications	<input type="checkbox"/> Major Site Plan Review
	<input type="checkbox"/> Minor Site Plan Review
	<input type="checkbox"/> Limited (Dover) Site Plan Review
	<input type="checkbox"/> Special Permit
	<input type="checkbox"/> Other _____
Waivers Requested	<input type="checkbox"/> Yes <input type="checkbox"/> No
Administrative Use Only	
Project Number	PB - ____ - ____
Date Received	
Project Fee	

Minor Site Plan Review Classification: Please identify which type of Minor Site Plan Review that your project classifies under, below

Please Mark Applicable Review (X)	Minor Site Plan Review
	All construction, reconstruction, or site redevelopment projects that are subject to site plan review, not listed in §176-9.3.1 1-2 sentence description of the project:
	All modifications to properties with prior site plan approval that have not been determined to be an insignificant field change 1-2 sentence description of the project:
	Installation of a solar energy system when site plan review is required 1-2 sentence description of the project:

Submittal Requirements per § 9.3.2 of the Planning Board Zoning Regulation - If the item is not provided or a waiver is requested, please provide a statement as to why or the need for a waiver in the box below to Submittal Item description

Regulation Section	Provided (Y)	Waiver (R)	Submittal Item
§ 9.3.2.1			A definitive site development plan, which includes but is not limited to an existing conditions plan, a site plan, a parking plan, a circulation plan (showing large fire apparatus turning movements), a construction plan, a landscaping plan, a lighting plan, an off-street parking plan, and a loading plan
§ 9.3.2.2			Architectural plans, which includes but is not limited to an architectural rendering, building elevations, and a color rendering of the proposed structure from the public way
§ 9.3.2.3			A zoning narrative that demonstrates compliance with the applicable requirements of the Zoning By-law, and the Planning Board Regulations
§ 9.3.2.4			If applicable, the parking and transportation demand management (PTDM) plan described in §135-7.2.6 and proof of payment of the transportation mitigation fee described in §135-7.2.5
§ 9.3.2.5			A report outlining compliance with the requests made during the DRT meeting, DRT report, or other meetings with other municipal departments
§ 9.3.2.6			Proposal for mitigating measures or the construction of improvements to address the impacts, except traffic impacts, of the proposed development and to provide adequate capacity in Town facilities and services

Regulation Section	Provided (Y)	Waiver (R)	Submittal Item
§ 9.3.2.7			A list indicating which items on the LEED Core and Shell Checklist, or equivalent scorecard, are intended to be included in the design and construction of the building(s)
§ 9.3.2.8			An application checklist showing compliance with, or waiver sought from, the design standards of §176-12
§ 9.3.2.9			For any requested waivers, a written statement indicating why such waiver should be granted
§ 9.3.2.10			A copy, if any, of the determination of applicability issued by or the notice of intent filed with the Conservation Commission of the Town of Lexington under MGL c. 131, §40, or Chapter 130 of the General Bylaws of the Town of Lexington.