

**QUONSET DEVELOPMENT CORPORATION
 QUONSET BUSINESS PARK ♦ TECHNICAL REVIEW COMMITTEE
 PRE-APPLICATION REVIEW SUBMISSION FORM**

Applicant Information

Applicant (<i>Business</i>) Name		
Address		
Contact	Telephone	Email

Owner Information (*if different*)

Name		
Address		
Contact	Telephone	Email

Engineer Information

Name		
Address		
Contact	Telephone	Email

Proposed Project Information

Subject Property (<i>Plat/Lot</i>) _____ Frontage Road _____ Size of Parcel _____ (<i>acres</i>)	
Number of Jobs Anticipated: _____ within 1 year _____ within 5 years	
Land Use District (<i>check</i>) <input type="checkbox"/> Quonset Airport District (QAD) <input type="checkbox"/> Quonset General Industrial District (QGID) <input type="checkbox"/> Quonset Light Industrial District (QLID) <input type="checkbox"/> Quonset Mixed Use Development District (QMUDD) <input type="checkbox"/> Quonset Waterfront District (QWD)	Description of Project (<i>check all that apply</i>) <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Office <input type="checkbox"/> Other (<i>please describe</i>)
This application is for: <input type="checkbox"/> New Development <input type="checkbox"/> Improvements to Existing Development	

Signature

Applicant's signature or authorized representative*	Date
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*Please provide evidence of delegation of owner's authority.

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PRE-APPLICATION REVIEW SUBMISSION CHECKLIST

Requirements Checklist

All plans must have:

- Appropriate scale (suitable for presentation)
- Title block with the name of applicant and subject property address, plat/lot number, plan date, latest revision date, and graphic scale
- Vertical datum shall be QVD – no exceptions. Horizontal datum shall be NAD 83 (QDC Control Survey).

Four (4) sets of plans (11x17 or larger) at a scale appropriate to convey the development concept:

- Existing Conditions Plan: Adjacent uses, abutting streets, topography (1' contours), utilities, significant landscape and natural features, fixed reference points to include, fences, buildings, access roads and parking lots; property line and dimensions, plat/lot number, abutting plats/lots, sources of information, location map insert, magnetic north arrow.
 - Conceptual Site Plan(s): Abutting streets, property line and dimensions, topography (1' contours) and proposed grading (conceptual), existing and proposed utilities, site access, building footprint, service areas, parking and loading layout, parking calculations, conceptual drainage system, location map insert, magnetic north arrow.
 - Architectural Floor Plan(s): Building layout with square footage devoted to major uses within the building (i.e., warehouse, manufacturing, office, etc.), north arrow.
 - Architectural Elevations (all four sides): Should convey the overall design intent of the building and other improvements and identify materials and colors. Renderings or photographs of similar projects may be used as long as they accurately convey the design intent.
- One set of sheet size plans for Pre-Application meeting
- PDF files of all drawings (on CD or e-mailed)
- Request for variances (if applicable)

Note: This checklist outlines the minimum requirements for staff review of a site plan. Nothing contained herein shall relieve the applicant of fulfilling the requirements of the Quonset Business Park Development Package.

A complete application must be submitted to the Technical Review Committee at QDC, Quonset Business Park, 95 Cripe Street Drive, North Kingstown, RI, 02852. The 15 day review period does not begin until the application is complete and ALL materials have been received. Applicants are strongly encouraged to make an appointment with QDC staff to submit plans and review the completeness of the submission.

OFFICIAL USE ONLY

The submission has been received and is found to be complete.

QDC Staff

Date