



TECHNICAL REVIEW SUBMISSION FORM

Proposed Project Information

Subject Property (Plat/Lot)	
Parcel Size (acres)	Frontage/Road

Applicant Information

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

Owner Information (*if different*)

Name		
Address		
Contact	Telephone	Email

Engineer Information

Company Name		
Address		
Contact	Telephone	Email

Builder Information

Company Name		
Address		
Contact	Telephone	Email

Review Fee (*check appropriate box*)

- \$2000 (projects with buildings greater than 40,000 SF)
- \$1000 (projects with buildings between 5,000 SF and 40,000 SF)
- \$500 (projects with buildings less than 5,000 SF)

Record Drawing Deposit (*check appropriate box*)

The Applicant must submit a proposal by the project's design engineer or surveyor of record for completion of the record drawing and submit the Record Drawing Deposit. Upon receipt of a complete, approved record drawing meeting the QDC Record Drawing Standards, the deposit will be refunded to the applicant. If QDC does not receive a record drawing meeting the QDC Record Drawing Standards within 60 days of issuance of a Certificate of Occupancy or Certificate of Completion by the RI Building Code Commission, QDC will retain the deposit and will have the record drawing produced accordingly. Please submit a separate check from review fee.

- \$5,000.00 for structures less than 50,000 square feet of gross floor area
- \$7,500.00 for structures between 50,000-100,000 square feet of the gross floor area
- \$10,000.00 for structures greater than 100,000 square feet of gross floor area

This application is for: New Development Improvements to Existing Development

Signature

Applicant's signature or authorized representative*

Date

**Please provide evidence of delegation of owner's authority*



TECHNICAL REVIEW SUBMISSION CHECKLIST

Plan Requirements:

- Appropriate scale: Civil 1"=40', architectural and trades as appropriate
- 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).
- Stamp and signature of professional licensed in the State of Rhode Island (surveyor, engineer, architect, or landscape architect as appropriate)

One (1) set of 36" x 24" plans, one (1) copy of Stormwater Management Plan

- Record Plan, not smaller than 1"=50'; depicting lot line and dimensions (provided by QDC); easements, lease options, RFR's, plat and lot number(s), all abutting plat and lot numbers
- Existing Conditions Plan: Adjacent uses, 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, sources of information, location map insert, magnetic north arrow.
- Site Plan(s): Depicting property line and dimensions, setbacks, existing and proposed topography (1' contours), existing and proposed building footprints; parking, loading, and storage areas; proposed future expansion areas; parking calculations; existing and proposed utilities; storm drainage and detention/retention ponds; storm drainage management practices, impervious surface areas, location map insert, magnetic north arrow.
- Building Plans: Depicting floor plans, elevations, plumbing, HVAC, electrical, structural, and fire suppression. Include north arrow.
- Utility Connections (plans, profiles, and details as necessary): Depicting water, sewer, gas, electric, telecommunications, and storm drainage, specifying volumes and calculations. Provide standard details as necessary.
- Stormwater Management Plan(s), including Soil Erosion Control Plan and Operations & Maintenance Plan, consistent with RI Stormwater Design and Installation Standards Manual, 2010.
- Landscape Plan: Depicting all plantings, number and species, exterior lighting, signage, fences and berms.
- Presentation quality rendering.

Supporting Materials:

- Electronic PDF files with all drawings and forms
- Completed Industrial Waste Questionnaire & Wastewater Treatment Permit Application (if applicable)
- Other information as requested to determine compliance with Performance Standards (if applicable)
- Application Fee payable to the Quonset Development Corporation
- Record Drawing Deposit payable to the Quonset Development Corporation
- A proposal by the project's design engineer or surveyor of record for completion of the record drawing

A complete application must be submitted to the Quonset Development Corporation c/o Planning Manager, 95 Cripe Street, North Kingstown, RI, 02852. The 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. At the time of final approval, the applicant shall provide one (1) complete set of plans, 1 set of pdf files of the complete submittal including reports, calculations etc., all drawings and AutoCAD files for civil drawings.

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.

OFFICIAL USE ONLY

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

 QDC Staff

 Date