

ZONING

260 Attachment 4

Town of Westerly

APPENDIX D¹

**Dimensional Modification
Application Checklist
[Amended 5-15-2000 by Ch. No. 1300;
5-14-2007 by Ch. No. 1601; 6-13-2011 by Ch. No. 1753]**

The application for a **dimensional modification** to the Zoning Official must be accompanied by the following information. All required checklist items must accompany the application in order to be considered a complete application.

- A. Original application and two copies of a site plan prepared by, and signed and stamped by, a professional engineer and/or professional land surveyor, as required by Rhode Island General Laws, at a scale of no less than one inch equals 40 feet, clearly showing:
- (1) Name and address of property owner.
 - (2) Date, North arrow, graphic scale, lot dimensions and area.
 - (3) Plat and lot, zoning districts and setbacks.
 - (4) Existing and proposed structures, their relationship and distances from lot boundary lines and structures on adjacent lots.
 - (5) Existing and proposed driveways, parking areas and walkways.
 - (6) Existing and proposed landscaping, as it relates to the request.
 - (7) Existing streets, 911 address, wells, septic system.
 - (8) FEMA flood hazard zone, wetlands and coastal features boundaries, if present.
 - (9) Any peculiar site conditions or features.
- B. Three copies of a current list (show date) of all property owners directly abutting the subject property.
- C. A letter from a biologist indicating that there are no coastal or freshwater wetlands on or in proximity to the site. In those cases where the application is regulated by the Rhode Island Freshwater Wetlands Act or the Rhode Island Coastal Resources Management Council (CRMC), a physical alteration permit issued by the Rhode Island Department of Environmental Management and, where applicable, the United States Army Corps of Engineers shall be required.
- D. Where proposed construction requires approval by RIDEM Office of Water Resources for an OWTS (on-site wastewater treatment system) or change of use permit for the proposed activity, attach a copy of the required application.

¹Editor's Note: Former Appendix A, Use Variance Application Checklist, former Appendix B, Dimensional Variance Application Checklist, and former Appendix C, Special Use Permit Application Checklist, all as amended 5-15-2000 by Ch. No. 1300, 5-14-2007 by Ch. No. 1601 and 6-13-2011 by Ch. No. 1753, and which immediately preceded this Appendix D, were removed from the Code pursuant to Ch. No. 1997, adopted 10-26-2020. For current provisions, see §§ 260-33, Variances, and 260-34, Special use permits.

ZONING
Application for Dimensional Modification

To: Westerly Zoning Official
Town Hall – 45 Broad Street
Westerly, RI 02891

Date: _____

The undersigned hereby applies to the Westerly Zoning Official for a **dimensional modification** in accordance with the provisions of **§ 260-30** of the Westerly Zoning Ordinance affecting the following described premises in the manner and on the grounds hereinafter set forth.

Applicant(s): _____ Address: _____

Owner(s): _____ Address: _____

Lessee: _____ Address: _____

1. Filing instructions:
 - a. The original application and two copies, typed or legibly printed, must be filed with the Westerly Zoning Official.
 - b. A filing fee in the amount of **\$175**, plus legal advertising and recording fees, shall accompany an application to the Zoning Department to cover the costs of processing (payable to "Town of Westerly – Zoning"). In addition to the \$175 fee, the applicant shall also be responsible for all additional costs, if any, incurred by the Town in the course of review of this application, such as third-party review, cost of additional advertising, and stenographic fees, and will be billed when the final costs have been determined.
 - c. All required checklist items for a **dimensional modification** must accompany the application in order to be considered a complete application.
2. Location of premises: _____
3. Plat: _____ Lot: _____ Zoning District: _____
911 Address: _____
4. Dimensions of lot: (frontage) feet by (depth) feet; Area (square feet or acres): _____

5. Present use of premises: _____
6. Proposed use of premises: _____
7. Is there a building on the premises at present: _____
8. How long have you owned the premises: _____
9. Year that lot was platted and recorded: _____
10. Have plans been submitted to Zoning Inspector: _____

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- 11. Has a permit been refused: _____ If a permit has been refused, attach a copy of the denial in writing.
- 12. Size (in square feet) of all existing buildings and accessory structures: _____

- 13. Size (in square feet) of all proposed buildings and accessory structures: _____

- 14. Indicate the number of families to reside in the building: _____
- 15. Please describe the extent of the proposed alterations: _____
- 16. Indicate section of the Westerly Zoning Ordinance under which application for **dimensional modification** is made:
- 17. State what relief is sought (dimensions, in number of feet):
Side: _____ Side: _____ Rear: _____ Front: _____ Height: _____
- 18. Clearly state the grounds for which this **dimensional modification** is sought:
- 19. Request for waiver: Indicate checklist items that are requested to be waived by the Zoning Official and the reasons for the request:

Respectfully submitted,

Print Name: _____

Signature: _____

Address: _____

Phone Number: _____

ZONING

**Dimensional Modification
Affidavit of Notice**

Re: Petition of: _____

Assessor's Plat: _____ Lot: _____ Zoning District: _____

In accordance with § 260-30E of the Westerly Zoning Ordinance, I hereby certify that I have sent written notice of the request for **dimensional modification** to all owners of real property that directly abut the above described property.

I certify that this notification was sent by **both first-class mail, postage prepaid, and by certified mail**, return receipt requested, to all those owners of real property or other entities which would require notice under § 260-30E of the Zoning Ordinance of the Town of Westerly. Notice shall be sent to the last known mailing address as shown on the current real estate tax assessment records, and if such **address is different** from the property address, also to said property address **by first-class mail, postage prepaid**. Said notice shall include the street address of the property for which the variance is sought. A copy of the list of names and addresses and a locus map are attached.

Witness my hand this _____ day of _____, 20__.

Applicant or Attorney

Subscribed and sworn to before me this _____ day of _____, 20__

by _____.

Notary Public