

## I. CHECKLIST FOR PLANNED UNIT DEVELOPMENT

For each stage of approval, the applicant shall submit 11 copies of all materials on sheets not to exceed 30" x 40" at a scale to be determined by the planning department unless otherwise specified.

### Required Materials For Staff Conference And Pre-Application Review

For the purposes of the staff conference and pre-application review, the applicant is encouraged to use existing data such as that available from USGS, and RIGIS.

1. \_\_\_\_\_ Proposed name of the development; names and addresses of applicant, owners, and designers of the plan; and north arrow.
2. \_\_\_\_\_ Site boundary; plat and lot numbers, zoning districts as available from the town assessor records.
3. \_\_\_\_\_ Existing land use of site and surrounding area within one-half mile of the perimeter of the site.
4. \_\_\_\_\_ Existing roadway networks designating limited access highways, arterials, collectors and local roads.
5. \_\_\_\_\_ Soil classifications and drainage patterns.
6. \_\_\_\_\_ Topography at ten-foot contours, slopes, vistas, kettle holes, [and] bedrock outcrops.
7. \_\_\_\_\_ Drainage swales, wetlands, streams, ponds, groundwater recharge areas, groundwater reservoirs, [and] wellhead areas.
8. \_\_\_\_\_ Calculation of approximate area with development limitations as described in section 14.1.1.4.c and based upon the submittal of the above items.
9. \_\_\_\_\_ Certification from the tax collector that all taxes due on the land have been paid prior to the filing of the application.
10. \_\_\_\_\_ The applicant shall provide a concept plan and report showing the following information regarding the development:
  - a. Delineation of residential and nonresidential use areas. The approximate number of residential units and nonresidential units.
  - b. Delineation of open space. Plans shall show both open space areas retained for passive recreation and wildlife habitat and those anticipated for active recreation.

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- c. A list of the proposed uses.
- d. Demonstration that there are 100 acres of land suitable for development.
- e. Information on existing water and sewer system, capacity if any, and how it compares to the project's estimated requirements.

11. \_\_\_\_\_ Fees as set forth in section 11.4 of these Regulations.

### Required Materials For Zoning Map Amendment

The application shall be filed with the town clerk and shall be signed by the property owner(s) and/or applicant(s) and shall include:

- 1. \_\_\_\_\_ Fees as set forth in section 9-4 of the North Kingstown Revised Ordinances, Licenses, Permits and Miscellaneous Regulations.
- 2. \_\_\_\_\_ Notwithstanding any other requirements stated elsewhere in the zoning ordinance, the names and mailing addresses of all persons owning property within 500 feet of the proposed development according to the most recent list of the tax assessor. The list shall include the plat map and lot designations as listed on the tax records.
- 3. \_\_\_\_\_ The applicant shall provide a concept plan and report showing the following information regarding the development:
  - a. Delineation of residential and nonresidential use areas. The approximate number of residential units and nonresidential units.
  - b. Delineation of open space, including open space areas retained for passive recreation and wildlife habitat and those anticipated for active recreation use.
  - c. A list of the proposed uses.
  - d. Demonstration that there are 100 acres of suitable land for development.
  - e. Information on existing water and sewer capacity if any and how it compares to the project's estimated requirements.

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### Required Materials For Master Plan Approval

All applications for master plan approval to establish a planned unit development district shall be accompanied by the following:

1. \_\_\_\_\_ Fees as adopted by the North Kingstown Town Council.
2. \_\_\_\_\_ Maps and plans at a scale of  $1" = 200'$ , which shall include:
  - a. A description and map of the soils on the site based upon the Soil Conservation Service Soils Map.
  - b. Flood hazard areas, including base flood elevations.
  - c. Topographic contours at a minimum of ten-foot intervals showing existing grades.
  - d. Existing vegetation, landforms and water bodies.
  - e. Proposed circulation patterns, including roadway plans for primary and secondary traffic, pedestrian and bicycle pathways showing proposed and existing rights-of-way and easements.
  - f. Utility plans.
  - g. Delineation and timeframe for development phases and acreage of each phase.
  - h. Delineation of residential and nonresidential use areas.
  - i. Delineation of required and proposed bonus open space.
  - j. Each sheet shall show: north arrow, engineering scale, title of development, date of plan, name and address of owner/developer, and name of persons/firms preparing the plan.
3. \_\_\_\_\_ Land use and land use plan. Half-mile land use and zoning map at a scale of  $1" = 400'$ .
4. \_\_\_\_\_ Land use analysis including:
  - a. Calculation of acreage for residential and nonresidential density and information demonstrating how the calculations were derived.
  - b. Number and types of residential units.

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- c. Number, types, and floor areas of nonresidential structures.
  - d. Acreage of open space and the percentage of open space to total acreage.
  - e. Density provided and proposed density bonuses.
  - f. Summary table of residential uses, nonresidential uses, and open space planned for each development phase and for the entire development.
5. \_\_\_\_\_ Certification from the tax collector that all taxes due on the land have been paid prior to the filing of the application.
6. \_\_\_\_\_ Environmental and community inventory and impact analysis.
- a. Generally. The application for a planned unit development shall be accompanied by an environmental and community inventory and impact analysis. The analysis shall clearly and methodically assess the relationship of the proposed development to the natural and built environment of North Kingstown. This report shall be prepared by an interdisciplinary team of professionals qualified, experienced, and, where applicable, licensed, in their fields. Such team may typically consist of civil engineers, traffic engineers, architects, landscape architects, land-use planners, hydrogeologists, hydrologists, biologists and other environmental professionals. The applicant shall bear the cost of this analysis. The applicant is encouraged to utilize existing available town, state, and federal reports to assist in this analysis such as the comprehensive plan, Town of North Kingstown Water Supply Systems: System Hydraulic Model, Capital Improvement Program.
  - b. Use of ECIIA. The environmental and community inventory and impact analysis report will serve as a guide to the Planning Commission in its deliberations and its decision-making process.
  - c. Mitigation program. For the components of the environmental and community inventory and impact analysis, each of the following concerns must be separately addressed and contain a proposed mitigation program:
    - i. The environmental and community impacts of the proposed development, environmental and community impacts, both beneficial and adverse, anticipated as a result of the proposed development shall be assessed. This section shall include impacts resulting from the construction phase as well

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as those resulting after the project's completion. The report shall describe the kinds and magnitudes of adverse impacts which cannot be reduced in severity or which can be reduced in severity, but not eliminated.

- ii. Measures to be used to mitigate adverse environmental and community impacts. Corrective and protective measures which will be taken, as part of the project, to minimize adverse impacts shall be described in detail.
  - iii. Phasing program. If the project is to proceed in phases, the report should be organized to present the various impacts for each phase. See section 21-487(p).
- d. Natural environment
- i. Stormwater impact. The impact of stormwater runoff on adjacent and downstream surface water bodies and subsurface groundwater shall be evaluated. Dangers of flooding as a result of increased downstream runoff, especially peak runoff, shall be determined. The impact of the proposed project on water table levels shall also be analyzed.
  - ii. Soils. Compatibility of the proposed development with existing soils; the impact of any soils or other materials to be removed from the site; and the potential dangers and impacts of erosion and sedimentation caused by the proposed development shall be assessed.
  - iii. Plants and wildlife. The impact that the proposed project may have on wildlife habitat and on any rare or endangered plant or animal species known to exist in the area shall be determined.
  - iv. Water supply. The average and peak daily demand and the impact of such demands upon the municipal water system shall be determined. In determining the demand and impacts, the applicant shall use the Town of North Kingstown Water Supply System: System Hydraulic Model. The applicant shall bear the cost of the use of the model.
  - v. Sewage disposal. The average and peak daily disposal and the impact of such disposal on ground water shall be assessed.

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- e. Public services
  - i. Schools. The following shall be determined: expected impact on the school system both elementary and secondary levels; the number of students; number of students anticipated; age distribution of anticipated students and the standards used in deriving the number of students; and projections of future school building needs resulting from the proposed project. All impacts shall be based upon standards set forth by the North Kingstown Comprehensive Plan, Services and Facilities Element.
  - ii. Police. The expected impact on police services, time and manpower needed to protect the proposed development and service improvements and costs necessitated by the proposed development.
  - iii. Fire. Expected fire protection needs; on-site firefighting capabilities; on-site alarm or other warning devices; fire-flow water needs, source and delivery system and other needs shall be presented. Fire department service improvements and costs necessitated as a result of North Kingstown's proposed project shall also be discussed based upon consultation with the fire department.
  - iv. Recreation. On-site recreation provisions shall be detailed and off-site recreation demands shall be estimated. Provision for public open space, either dedicated to the town or available to its residents, shall be described. Open space available primarily or exclusively for PUD residents or employees shall also be described.
  - v. Solid waste disposal. Analysis of the projected volume and type of solid waste to be generated by the proposed development and methods of removal, as well as costs to the town.
  - vi. Traffic. See subsection h.
  - vii. Highway. Protected need, responsibility and costs to the town of roadway maintenance shall be analyzed. Impacts of construction equipment on area roadways shall also be discussed.

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### f. Aesthetics

- i. Architecture. The general architectural design scheme shall be described, in particular, with reference to how massing, scale and design type(s) of buildings will be compatible with traditional New England building styles in North Kingstown. Sketch drawings of typical building elevations will be included.
- ii. Landscaping. Provisions for landscaping shall be described including type, location and function of all plantings and materials.
- iii. Canopy trees shall be deciduous shade trees planted at three inches in caliper with a mature height of at least 35 feet. Understory trees shall be deciduous shade, evergreen or fruit trees planted at two inches in caliper with a mature height of at least 12 feet.
- iv. Screening may also consist of any existing growth of trees or shrubs. It is preferable that existing growth be left instead of replacement with other growth. Existing growth may be augmented as set forth above.
- v. The Planning Commission may, in order to protect an important view along a road, decrease the buffer requirements.
- vi. Visual. Views into the site and from the site shall be described. Included shall be long-distance views as well as views to and from adjacent properties.
- vii. Minimum setbacks. The Planning Commission shall determine the minimum setback requirements and/or building envelopes for each phase in order to ensure continuity of building location and to be in keeping with the design considerations of each phase.

### g. Planning

- i. Analyze the compatibility of the proposed development and its alternatives with the goals and objectives of the most recent North Kingstown Comprehensive Plan.

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- ii. Market analysis justifying proposed uses. A description of proposed business uses and their local and regional service areas.
- h. Traffic impacts
  - i. Roadway network: Describe the traffic circulation network, which at a minimum shall consist of all roadways and intersections that are located within one mile of the closest boundary of the site and are projected to receive at least five percent of the anticipated average daily or peak-hour traffic generated by the proposed development. The description shall document all existing and proposed roadway links, intersections, traffic signals and other control devices, and public transportation services and facilities. Describe the proposed site access to the planned unit development.
  - ii. Existing traffic volumes: Describe current traffic volumes for all roadways, streets and intersections that are part of the traffic circulation network as defined above.
    - Roadways links
      - (a) Existing weekday volumes shall be based on automatic recorder traffic counts for three 24-hour weekday periods.
      - (b) Indicate average annual weekday and a.m./p.m. peak-hour volumes for all links.
    - Intersections
      - (a) Peak-hour turning movements shall be based on manual counts taken over two-hour periods (e.g., 7:00 a.m. – 9:00 a.m., 4:00 p.m. – 6:00 p.m.) broken into 15-minute segments.
      - (b) Data shall be presented for weekday morning and afternoon peak hours.



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- General
  - (a) Make peak seasonal adjustments when applicable.
  - (b) Volume data that are factored to base year levels should be no more than two years old.
  - (c) Identify and provide citations for any adjustment factors or growth rates used in the analysis.
  - (d) Saturday peak-hour conditions shall be included (in addition to weekday a.m. and p.m. peak hours) for projects with significant retail components.
  - (e) Present existing condition on a traffic flow map covering the study area.
- iii. Capacity and level of service analysis: Analyze existing capacities and levels of service for the study area roadway network and present the results in tabular form. Include delay, volume-to-capacity (v/c) ratios, and queue lengths. Methodologies shall be in accordance with the Highway Capacity Manual, 1985 edition (Special Report 209 of the Transportation Research Board).
- iv. Trip generation: Present an analysis of traffic projections for the proposed development, indicating total average weekday and peak-hour trips allocated to proposed phases and uses.
  - ITE rates: Whether or not it is accompanied by an analysis using other trip generation rates, an analysis should be presented that uses unadjusted trip generation rates for the appropriate land use code(s), as listed in Trip Generation, fourth edition (Institute of Transportation Engineers, 1987). Rates should be developed from "fitted curve" equations and used according to the methods outlined.
  - Alternative rates: An analysis using other rates may be presented for comparative purposes, if appropriate. In such case, capacity analyses of baseline and future conditions should be provided for both the ITE rate and any alternative trip generation analysis.

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- v. Trip distribution: Document all vehicle trips to or from the site through all access points.
- vi. Future conditions: Analyze projected traffic impacts from the planned unit development together with projected impacts of other developments approved for development and affecting the same elements of the traffic circulation network.
  - Traffic volumes: Generate trip tables for the planned unit development, and add to the existing volumes to generate build out volumes.
  - Capacity analysis: Compute future conditions capacity and LOS for no-build and build, the latter both with and without mitigation measures in place. The performance indicators tabulated for existing conditions should be tabulated in a corresponding manner for future conditions.
  - Summary: Provide a tabular summary comparing the base case to the future no-build and build scenarios.
- vii. Mitigative measures: Describe recommended traffic circulation network improvements and traffic control devices. Present capacity analyses as outlined above for existing conditions for all mitigative measures. The effects of all mitigative measures should be quantified, and the analytical basis documented. The town encourages the use of commuter and mass transit alternatives to mitigate traffic impacts.
- viii. Evaluation of traffic impacts: Unless the applicant demonstrates that other standards are appropriate given the nature of the proposed project or applicable road systems, the Planning Commission shall evaluate the traffic impacts from the planned unit development on the basis of "level of service" (LOS). LOS is a qualitative measure of traffic flow and congestion, which relates traffic volumes to a theoretical roadway or intersection capacity.
- i. Cost/benefit analysis. The Planning Commission shall require a cost/benefit analysis. This municipal cost/benefit analysis should follow standard and usual procedures for measuring both the benefits to be derived and costs to be incurred by the Town of North Kingstown as a result of the proposed development. This

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element should also estimate net benefits or costs of nonquantifiable environmental impacts.

- j. Phasing. A determination of the phasing of the project will be established as part of the master plan approval.

### Required Materials For Subdivision/Site Plan Approval--Preliminary And Final

The following materials shall be required for submission of the PUD for subdivision/site plan approval and are in addition to the materials required under article 16.0 - Checklists of the subdivision and development regulations sections B and C.

The PUD must conform with all requirements, standards, and specifications as required in articles 14.0 and 15.0 of the North Kingstown Subdivision and Land Development Regulations. Fees as set forth in section 11.4. of the subdivision and land development regulations shall be submitted with each application.

Preliminary subdivision/site plan submittal requirements: For preliminary subdivision/site plan, the submission requirements are set forth in Checklist I of the subdivision and development regulations. In addition, for nonresidential uses the submission requirements set forth in subsection 14.1 of the subdivision and development regulations constitute additional requirements.

Final subdivision/site plan submittal requirements: For final subdivision/site plan, the required submission as set forth in Checklist G of the subdivision and land development regulations must be met and where nonresidential uses are proposed, the submission requirements as set forth in subsection 14.1 of the subdivision and land development regulations must be submitted. In addition, the following additional materials will be required of all final subdivision/site plan submittals:

1. \_\_\_\_\_ Erosion and sedimentation control plans. A plan for erosion and sedimentation control covering all proposed excavation, filling and grade work for improvements shall be required. Said plan shall be prepared and certified by a registered engineer, a landscape architect or a Soil and Water Conservation Society certified erosion and sedimentation control specialist. Such plans shall show proper measures to control erosion and reduce sedimentation. Contents of the plan shall include:
  - a. Location of areas in roadways, open space and within 100 feet of any wetlands, to be stripped of vegetation and any other exposed or unprotected areas.
  - b. Seeding, sodding, or revegetation plans and specifications for all unprotected or unvegetated areas. See 3. Landscaping Plan, below.

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- c. Location and design of structural sediment control measures, such as diversions, waterways, grade stabilization structures, debris basins, etc.
  - d. General information relating to the implementation and maintenance of the sediment control measures.
- 2. \_\_\_\_\_ Lighting. The type, design, location, function and intensity of all exterior lighting facilities shall be described. Attention will be given to safety, privacy, security, and daytime and nighttime appearance shall be detailed. All utility lines shall be underground.
- 3. \_\_\_\_\_ Landscaping plan. A plan for landscaping and plantings shall be required. Said plan shall be prepared and certified by a qualified landscape designer. Such landscaping plan shall consist of:
  - a. Locations, species (common and scientific names) and size (at planting and at maturity) of all trees and shrubs to be planted.
  - b. Methods to be used to plant such trees and shrubs and for supporting such materials.
  - c. Specifications and imposition of grass seed to be used in unpaved right-of-way areas.
  - d. Location of all sidewalks.
  - e. Maintenance plan for landscaping for areas which are to be dedicated to the town.
- 4. \_\_\_\_\_ Delineation of residential, nonresidential and mixed use areas.