



Town of Lexington

**PLANNING BOARD**

1625 Massachusetts Avenue  
 Lexington, MA 02420  
 Tel (781) 698-4560

[planning@lexingtonma.gov](mailto:planning@lexingtonma.gov)  
[www.lexingtonma.gov/planning](http://www.lexingtonma.gov/planning)

Charles Hornig, Chair  
 Robert D. Peters, Vice Chair  
 Michael Schanbacher, Clerk  
 Melanie Thompson  
 Robert Creech  
 Michael Leon, Associate

**Lexington Major Site Plan Review Checklist**

Created on October 13, 2021

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	

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

Please Mark Applicable Review (X)	Major Site Plan Review Type
	Exterior construction or expansion of structures which results in an increase of more than 5,000 square feet of total building gross floor area in any three-year period; or
	1-2 sentence description of the project:
	The available parking on the site is increased by more than 20 parking spaces in any three-year period.
	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.