



**Downtown Smart Growth District (DSGD)
Development Application Form
Town of Reading**

1. Date of Submission: _____

2. Type of Application (Check all that apply);

- Multi-Family Residential
- Multi-Family Residential with Mixed-Use
- Mixed-use with:
 - Office
 - Retail
 - Restaurant
 - Consumer Services
 - Institutional

3. Existing Uses: _____

4. Proposed Use: _____

5. Location of Project

Address: _____

Assessor's Map # _____ Lot # _____

6. Proposed Parking Spaces: _____

Shared Use of Required Parking: (submit formal written agreement with application if shared parking is proposed) _____

Total number of Dwelling Units: _____

Total Number of Affordable Dwelling Units: _____

7. Affordable Housing Monitoring Agent: _____

8. Land Area Sq. Ft.: _____

Building Area Sq. Ft.: _____

9. Number of Stories: _____

10. Building Height: _____

11. Property Owner Name, Address, Phone, Email: _____

12. Applicant Name & Contact (if different than Owner):

Primary Contact Person: _____

Email: _____ Phone: _____

Owner's Signature _____

Agent's Signature _____

13. Required Application Material (See Section 4.12.11.2 of the Downtown Smart Growth District By-Law and Section 5 of the Design Standards).

- a) This application form properly executed.
- b) All plans prepared and stamped by certified architect or engineer.
- c) Application Fee
- d) Locus map with lot identification.
- e) Certified list of abutters signed by the Town Assessor, including stamped envelopes and address labels.
- f) Eighteen (18) hard copies of the complete application package for circulation to relevant staff, boards and commissions.
- g) An electronic copy of the complete application in PDF or CAD format.
- h) Evidence that the Development Project complies with the cost and eligibility requirements of Section 4.12.10.
- i) Development Project plans that demonstrate compliance with the design and construction standards of Section 4.12.10.5.
- j) A form of the Affordable Housing Restriction that satisfies the requirements of Section 4.12.10.5.
- k) Photographs of adjacent properties and other properties impacted by the Development Project.
- l) Existing site plan including all existing structures, trees, topography and easements.
- m) Proposed site plan indicating project boundaries, building footprints, onsite and remote parking areas, drainage and topography.
- n) Building plans (all levels including roof).
- o) Building elevations (all sides).
- p) Sketches or renderings illustrating the key elements of the development proposal.
- q) Proposed exterior lighting plan with photometric information.
- r) Proposed storm water Management Plan with rainwater calculations.
- s) Landscaping plan showing existing and proposed landscaping.
- t) Development narrative include all uses, breakdown of square footage for each use, number of housing units and zoning summary.

Compliance with Design Standards (Refer to the Design Standards):

Section of Design Standards	Consistent with Design Standards
7.1.1 Front Façade Setback	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1.2 Building Step-Back	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1.3 Building Proportions & Appearance	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.2.4 Screened Rooftop Equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.3 Building Entries	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.4 Fenestration; Ground floor Commercial & retail uses a minimum of 60% glass.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.5 Building Exterior Materials	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.1 Sidewalks	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.2 Driveways & Parking	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.3 Landscaping	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.4 Lighting	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.5 Utility Areas & Utilities	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.6. Drainage & Storm water Management	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.6.3 A Storm water Operations and Maintenance Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.1 Building & Property Signage	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.4 Awnings	<input type="checkbox"/> Yes <input type="checkbox"/> No

Additional space for reasons project found inconsistent with Design Standards:

Section of the Design Standards	Reasons for findings
_____	_____
_____	_____
_____	_____
_____	_____

List Any Waivers to be Sought:

Section of the Design Standards	Reasons for findings
_____	_____
_____	_____
_____	_____
_____	_____