

DD-DPR

For office use only
Application No: _____
Date Received: _____
Date Accepted: _____
By: _____
 Downcity District D-1
Review: Admin DDRC
Hearing Date: _____
NR Status: _____

City of Providence Application for Downtown District Development Plan Review

1. General Information

Property Address:	Assessor's Plat:	Lot:
Property Name (if any):		
Owner Name:	Phone:	Email:
Mailing Address:		
Applicant Name:	Phone:	Email:
Mailing Address:		
Architect/Contractor Name (If Any):		
Mailing Address:		
Contact Person:	Phone:	Email:

2. Description of Proposed Work *(check as many as necessary):*

This application is for: Development Plan Review Waiver Development Incentive

Application Category *(check as many as necessary):*

- | | | |
|---|--|--|
| <input type="checkbox"/> Repair/Replacement/Restoration | <input type="checkbox"/> Minor Alterations/Additions | <input type="checkbox"/> Major Alterations/Additions |
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Demolition | <input type="checkbox"/> Site Improvements |
| <input type="checkbox"/> Moving of Structures | <input type="checkbox"/> Public Art | <input type="checkbox"/> Temporary Use |

Waiver Category *(check as many as necessary):*

- Development Standard Design Standard Demolition Waiver

Briefly but completely describe the entire scope of work. For large projects, an itemized list is recommended. Attach additional pages if necessary.

(continued on next page)

3. Documentation Submitted

The Administrative Officer will provide checklists of specific documentation required for your project (see **City of Providence Land Development and Subdivision Regulations, Appendix G: Downtown District Formal and Administrative Development Plan Review Submission Requirements**). Incomplete applications cannot be submitted for review. All documentation must be labeled and dated. All documentation will be retained by the DDRRC as part of the public record. Please check off all items submitted as required documentation for your application.

- Photographs**
- Plans, Elevations, and Sections** (as necessary to illustrate the project. Include existing and proposed conditions)
- Shop Drawings, Product Literature, Specifications**
- Material/Color Samples**
- Model** (*new construction projects only*)
- Financial Data** (*demolition proposals only*)
- List of Professional Witnesses or Owner's Representatives** (*public hearings only. Include name, business address, and professional qualifications.*)
- Application Fee** (amount: \$ _____ - checks or money orders only, made payable to City of Providence. Cash not accepted.)
- Description of Eligibility for Incentives** (see Section 603 of the Providence Zoning Ordinance).

4. List of Abutting Property Owners

When an application is to be reviewed at a public meeting, all owners of abutting properties must be given advance written notice of the meeting and an opportunity to comment on the application. For applications for development plan review, "abutter" is defined as any property whose lot lines touch the front, side or rear lot lines of the subject property; streets are considered common property lines. For applications for waivers or incentives, "abutters" are those properties within 200 feet of any lot line of the subject property. Names and complete mailing addresses are to be obtained from the most current records of the City Tax Assessor (Providence City Hall, 25 Dorrance Street, Providence, telephone (401) 421-7740, TDD (401) 751-0203). Abutting lots which lie outside the plat in which the subject property is located must also be included. Attach additional sheets if necessary.

<u>Plat/Lot</u>	<u>Street Address</u>	<u>Owner Name and Address (include city, state, zip code)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Signatures

Both signatures are required. Please print or type name under signature. Owner's signature authorizes DDRRC members and staff to make periodic site visits during project review.

I certify that all information contained in this application is true and accurate to the best of my knowledge.

Applicant: _____

Owner: _____