

**APPLICATION FORM AND SUBMISSION CHECKLIST FOR  
MAJOR LAND DEVELOPMENTS AND MAJOR SUBDIVISIONS**

The completed application form together with the appropriate materials as indicated on the checklist shall be submitted to the Administrative Officer.

**APPLICATION FORM**

**Type of Application:** Please check one:

☒ **Master Plan**  
☒ **Preliminary**  
☐ **Final**

1. Name of proposed subdivision/development: Unity Park, Building Group 3
2. Name, address and telephone number of property owner (if the owner of record is a corporation, the name and address of the president and secretary): Unity Park, LLC Joseph M. Brito Jr.  
99 Tupelo St., Bristol, RI 02809 401-253-9277
3. Name and address and telephone number of applicant, if different from owner: (A written, notarized confirmation from property owner authorizing the applicant to make the submission shall also be submitted): Same As Above
4. Plat and lot number(s) of the parcel being subdivided/developed: Plat: 29, Lot: 1 & 3
5. Area of the subdivision/development parcel(s): 13.48<sup>±</sup> acres, 587,189 sf
6. Zoning District: M

Signed by Owner/Applicant: [Signature]

Date July 18<sup>th</sup> 2025

Notarized:

Subscribed and sworn to before me this 18<sup>th</sup> day of July, 20 25

[Signature]  
NOTARY PUBLIC

EDWARD J. COX, II  
Notary Public, State of Rhode Island  
My Commission Expires 6-22-29

**A. FORMS AND DOCUMENTS**

A		M	PR	F	REQUIRED FORMS AND DOCUMENTS	REVIEW CODE
1.		✓	✓		Completed Application Form	
2.					A notarized letter from the property owner(s) stating that the applicant has been granted the authority to proceed with the application with the owner(s) permission and consent	
3.		✓			Narrative describing the application	
4.		✓	✓		Completed Project Review Application Checklist	

**B. GENERAL INFORMATION (to be provided on plan sheets)**

B		M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
1.		✓	✓		Title Block with Name of the proposed project, Plat and Lot numbers of the subject property, address of the subject property, name and address of owner/applicant	Site Survey Pg. 6	
2.		✓	✓		Name, address, phone, and stamp(s) of the RI Registered Engineer and/or RI Registered Land Surveyor responsible for the plans		
3.		✓	✓		Date of plan preparation and all revision date(s), if any		
4.		✓	✓		True north arrow and graphic scale		
5.		✓	✓		Site plan legend (all items displayed on site plans shall be symbolized in a legend)		
6.		✓	✓		Relevant references to deeds and recorded plans		
7.		✓	✓		List of sheets contained within the plan set	Cover Sheet, 1	
8.					Notation of any permits and/or agreements obtained from or made with State and Federal agencies, including permit number if applicable		
9.		✓	✓		Names, addresses and Plat/Lot identified of abutting property owners and property within 200' of the parcel(s)	List of Abutters	
10.					Names and address of any agencies or adjacent communities requiring notification under these regulations		

**C. EXISTING CONDITIONS PLAN(S) Show the entire tract of the subject property and all lots owned by the owner/applicant as it currently exists**

C		M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
1.		✓	✓		A general location map showing the relationship of the subdivision/development parcel(s) of the area within a half-mile radius	Property Abutters, Pg. 4	
2.		*			Certification by a RI Registered Land Surveyor that a perimeter study of the land being developed has been performed and meets a Class I standard for property lines and a Class III standard for topographic and existing conditions information. * A Class 1 Property Survey is required at Master Plan for any project that is requesting a Unified Development for a dimensional variance.	Site Survey, Pg. 6	
3.		✓	✓		Location of known existing easements and rights-of-way within or adjacent to the subdivision/development parcel(s)		

C	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
4.	✓	✓		Location of any existing street, driveways, farm roads, woods roads, and/or trails that have been in public use (pedestrian, equestrian, bicycle, etc.) within and adjacent to the subdivision/development parcel(s)	Site Survey, Pg. 6 ↓	
5.	✓	✓		Zoning district(s) of the land being subdivided/developed, with zoning boundary lines shown if there is more than one district		
6.				Density calculations based upon the exclusion of unsuitable land from the total land area of the subdivision/development parcel(s), include the total acreage, the acreage of unsuitable land and the resulting total number of units allowed by right		
7.	✓	✓		Dimensions and total area of the subdivision/development parcel(s), and location and dimensions of existing property lines, type of easements and rights-of-way within or adjacent to the subdivision/development parcel(s)	Site Survey, Pg. 6	
8.				Existing contours at intervals at a minimum of two (2) feet		
9.	✓	✓		Base flood elevation data; use the North American Vertical Datum of 1988 (NAVD 88)	Site Survey, Pg. 6	
10.				Boundaries and notation of the soil types classifications for the entire area of the subdivision parcel(s) Identification of areas containing prime agricultural soils and farmland soils of statewide importance, or if no such soils are present on the site, a notation indicating such		
11.				Location of soil contaminants present on the subject parcel, if any		
12.	✓	✓		Identification of any geologic formations on the proposed parcel(s), including rock outcroppings, cliffs, coastal features, etc.	Site Survey, Pg. 6	
13.				Location of wetlands, watercourses or coastal features within and adjacent to the parcel(s), including buffer areas as defined by RIDEM for wetlands		
14.				Location of wooded areas and areas of active agricultural use		
15.				Boundaries of applicable watersheds for the parcel(s)		
16.				Location, size, and use/type of all existing buildings or significant above-ground structures, including stone walls		
17.	✓	✓		Location and size of existing buildings or significant above-ground structures, including stone walls, on parcels immediately adjacent to the subdivision/development parcel(s)	Site Survey, Pg. 6 ↓	
18.	✓	✓		Location, size, and type of all known, existing above and below ground utilities, including sewer, water, gas, electric, stormwater drainage and communications or telecommunications infrastructure, as may be present on the site or within the right of way along the property frontage	↓	
19.				Location of any significant natural or cultural features,		

C	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
				include historic cemeteries and access, within or adjacent to the parcel(s)		
20.	✓	✓		<p>Notation indicating that the subdivision/development parcel(s) (or existing structures) are located or not located within the following areas of special concern:</p> <ul style="list-style-type: none"> <li>a. Natural Heritage Areas, as defined by RIDEM</li> <li>b. The area(s) under the jurisdiction of any Special Area Management Plan (SAMP) of RI CRMC</li> <li>c. A Groundwater Protection Overlay District</li> <li>d. A Wellhead Protection Area</li> <li>e. Groundwater Recharge Area</li> <li>f. Areas within a TMDL watershed, as identified by RIDEM</li> <li>g. A Drinking Water Supply Watershed, as defined by RIDEM</li> <li>h. OWTS Critical Resource Area, as defined by RIDEM</li> <li>i. National Register of Historic Places</li> <li>j. Bristol Historic District</li> <li>k. Tanyard Brook Watershed in Bristol</li> <li>l. Silver Creek Watershed in Bristol</li> </ul>	Site Survey, Pg. 6	
21.				Location and size of trees with a caliper of ten (10) inches or greater that are within the area proposed for disturbance or alteration		

**D. PROPOSED CONDITIONS PLAN(S) Show all items on Existing Conditions Plan as well as the following:**

D	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
1.				Boundaries and total area of any land classified as "unsuitable for development" as defined in the Regulations		
2.	✓	✓		Proposed number of buildable lots	Site Survey	
3.	✓	✓		Proposed easements and rights-of-way within the subdivision parcel(s)	↓	
4.	✓	✓		Proposed lot lines, with accurate dimensions and lot areas and lot numbers, drawn so as to distinguish them from existing property lines	Site Plan, Pg. 7	
5.				Proposed structures and all accessory structures with dimensions or area indicated and total lot coverage, including proposed number of residential units per building, if applicable		
6.	✓	✓		Zoning District Dimensional Regulations of the subdivision/development parcel(s) and a Zoning Data table with the required zoning dimensions and those for the proposed project	Site Plan, Pg. 7	
7.	✓	✓		Proposed structure(s) and other site improvements with dimensions or area indicated for a multi-family, commercial or industrial subdivision/development and total lot coverage	At 01, Pg. 16	
8.				Proposed streets, if any, with accurate areas and dimensions		
9.				Any proposed on- and/or off-site improvements including streets, access drives, loading areas, parking areas, sidewalks,		

D	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
				pedestrian areas, and bicycle parking and/or paths		
10.				Traffic plan; include vehicular access sites showing the dimensions and location of roads, driveways, curb cuts, radii, parking as well as other off-site traffic improvements		
11.				Designated trash collection and recycling collection area(s)		
12.				Certification by a RI Registered Land Surveyor that a perimeter study of the land being developed has been performed and meets a Class I standard for property lines and a Class III standard for topographic and existing conditions information		
13.				Location and dimensions of proposed easements and rights-of-way within the subdivision/development parcel(s), or those to be acquired adjacent to the subdivision/development parcel(s) as maybe necessary		
14.				Proposed location, size, and type of all above ground and underground utilities servicing the property, including wastewater, water, gas, electric, transformers, stormwater drainage, hydrants, and communications or telecommunications infrastructure, as may be required for site development		
15.				Proposals, if any, for connection with existing sanitary sewer systems, or a notation that OWTS is proposed		
16.				The locations and design details of any OWTS proposed for use within the subdivision/development, if any		
17.				If future subdivision/development is to be serviced by an OWTS, soil evaluations in the relative location where each system is proposed, which have been performed by a licensed RI soil evaluator and witnessed by RIDEM		
18.				Proposals, if any, for connection with existing water supply systems, or if future subdivision/development is to be serviced by on-site wells, notation of such		
19.				Concept designs for stormwater management and water quality infrastructure		
20.				Designs of proposed stormwater management infrastructure, including type, location, and configuration, prepared by a Registered Professional Engineer for preliminary and final plans		
21.				Proposed phasing, including depiction of which structures and on- and off-site improvements are to be installed in which phase, if applicable		
22.				Location, dimensions, types, and area of any land proposed to be set aside as open space or to be conveyed to the Town for public purposes		
23.				Locations and types of proposed survey and open space monumentation, if any. (Documentation that all proposed bounds have been set shall be provided prior to recording final plan)		
24.				Limits of disturbance/work relative to on-and off-site improvements and infrastructure installation		
25.				Proposed grading plan(s) to show contours at sufficient detail (2-foot intervals) for all on and off-site street construction,		

D	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
				drainage facilities, and individual house lots, stamped by a licensed Professional Engineer for final plans		
26.				Landscape plan(s), by a Landscape Architect, to show all significant proposed clearing of land, removal of existing vegetation, re-vegetation, landscaping on street rights-of-way, and within common areas, and landscape installation details and related notations, in accordance with Appendix F		
27.				Notation of any special conditions as required by the Preliminary Plan approval		
28.				Proposed measures to minimize impacts to the natural topography of the site using the Low Impact subdivision (LID) Site Planning & Design Guidance Manual		
29.				Final construction plans including plans and any additional improvements as required as a condition of preliminary plan		
30.				For phased projects, as-built drawings for the previous phase		
31.						
32.						

**E. SUPPORTING MATERIALS**

E	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
1.	✓			Copies of an aerial photograph or satellite image vicinity map drawn to a measurable scale as necessary to show the relationship of the subdivision/development parcel(s) to the area within a half-mile radius, identifying the locations of all streets, zoning district boundaries, schools, parks, fire stations, and other significant public facilities	Pg. 9 - 10	
2.	✓	✓		Renderings, elevations or photographs as may be needed to illustrate the visual impact of a proposed multi-family, commercial or industrial subdivision/development	Pg. 22 - 30	
3.	✓			A narrative report or written statement including: <ul style="list-style-type: none"> <li>a. A general description of the existing physical environment and existing use(s) of the property;</li> <li>b. A general description of the use(s) and type(s) of subdivision/development proposed;</li> <li>c. A general statement and supporting maps and/or graphics that illustrates the approach utilized in designing the proposed subdivision/development, including consideration of existing conditions and significant site features;</li> <li>d. An estimate of the approximate population of the proposed subdivision/development, if any</li> <li>e. An estimate of the number of school-aged children to be housed in the proposed subdivision/development, if any.</li> <li>f. A general analysis of soil types and suitability for the development proposed;</li> </ul>		

E	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
	✓			g. A general viewshed analysis, showing the location and extent of significant views both from and within the proposed subdivision/development parcel(s), as well as anticipated views into the property from adjacent public or private streets and properties; h. A statement of the potential fiscal impacts of the subdivision/development on the Town of Bristol expenses and revenues (See Section 6.6B)	Pg. 9-10	
4.				A written, signed statement indicating the specific sections of the Regulations from which waiver and/or modification is requested; or a written signed statement indicating that no waivers and/or modifications are being requested		
5.				A written signed statement indicating any specific zoning variances or modifications requested or a statement that no variances or zoning modifications are being requested.		
6.				A statement from the Zoning Officer confirming the variances requested or modifications requested.		
7.				For subdivisions with freshwater wetlands present on the subdivision parcel(s), copies of either: a. An RIDEM wetlands permit, if required pursuant to RIDEM rules and regulations; or b. A letter of non-jurisdiction from RIDEM		
8.				If no freshwater wetlands and/or wetland buffers are depicted within the plan set, copies of an affidavit signed by a qualified professional stating that there are no freshwater wetlands and/or buffer areas within the subdivision/development parcel(s)		
9.				Either, copies of: a. An affidavit signed by a qualified professional stating that there are no coastal features and/or buffer areas adjacent to or within the subdivision/development parcel(s); or b. A Preliminary Determination, including coastal feature verification, from the Coastal Resources Management Council		
10.				For subdivisions/developments proposing service by public water, copies of a written statement from the Bristol County Water Authority that the proposed plan, with plan revision date indicated, has been reviewed and which provides: a. Confirmation that water service is available; b. Approval of connection to the existing water main as depicted on the plan; and, If extension is proposed, approval from BCWA of the extension of the water main as depicted on the plan		
11.				For subdivisions/developments proposing service by public sewer, copies of a written statement from the Bristol Water Pollution Control Department that the		

E	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
				proposed plan, with plan revision date indicated, has been reviewed and which provides: <ul style="list-style-type: none"> <li>a. Approval of connection to the existing sewer main as depicted on the plan; and</li> <li>b. If extension is proposed, approval of extension of the sewer main as depicted on the plan</li> </ul>		
12.				For subdivisions/developments proposing service by OWTS(s), copies of a permit issued by RIDEM.		
13.				Low Impact Development (LID) Site Planning and Design Strategies and Checklist from the RI Stormwater Design and Installation Standards Manual. Stormwater designs to meet RI Stormwater Manual Minimum Standards.		
14.				<p>Written comments on the Plans, by the following as required: <i>REFERRALS TO THE AGENCIES BELOW WILL BE MADE BY THE PLANNING DEPARTMENT STAFF.</i></p> <p> <input type="checkbox"/> Zoning Official                      Date _____  <input type="checkbox"/> Building Official                      Date _____  <input type="checkbox"/> Technical Review Committee      Date _____  <input type="checkbox"/> Director of Public Works              Date _____  <input type="checkbox"/> Fire Department                      Date _____  <input type="checkbox"/> Conservation Commission              Date _____  <input type="checkbox"/> Police Department                      Date _____  <input type="checkbox"/> School Department                      Date _____            Other (specify below) _____ Date _____            Adjacent Communities _____ Date _____         </p>		
15.				Drainage calculations, by a registered professional engineer, associated explanatory narrative, and all supporting documentation, including an Operations and Maintenance manual for the system		
16.				A traffic study, if required, prepared by a traffic engineer regarding the potential impact of the proposed subdivision/development on neighboring properties and roads; include all means of vehicular access to and from the site onto public streets showing driveways, curb cuts, radii, parking as well as other offsite traffic improvements necessary to ensure public safety and convenience		
17.				Copies of any RIDEM stormwater or other general construction permits that are required, or an affidavit, signed by a qualified professional, stating that no RIDEM stormwater or construction permits are required		
18.				"Tax Certificate" from the Tax Collector showing that all taxes due on the parcel being subdivided have been paid to date and there are no outstanding municipal liens of the parcel		

Amended March 14, 2024



E	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
19.				Written confirmation and/or permits from any additional required federal, state, or local agencies		
20.				Soil Erosion Sediment Control Plan		
21.				Written report of Phase I Environmental Site Assessment and Phase II, if indicated		
22.				Written report and approval from RIDEM of an Environmental Site Assessment Phase III (Remediation Plan) if required		
23.				Draft (at preliminary) or final (at final) copies of all legal documents; legal description of property, proposed easement and rights-of-way, dedications, restrictions or other required legal documents including but not limited to covenants or Homeowners Association, Stormwater Management Plan, Landscaping Maintenance Plan, a deed conveying open space or offer of street dedication		
24.				Final copies of an irrevocable offer to convey to the Town all public streets and/or other public improvements, accompanied by a metes and bounds description		
25.				For subdivisions/developments proposing new physical access to a State right-of-way a letter evidencing the issuance of such a permit upon the submission of a bond and insurance <sup>1</sup>		
26.				A Photometric Plan		
27.				Renderings as needed to illustrate the visual impact on abutting properties.		
28.				Signage including location, size, design and illumination.		
29.				A plan with new street address numbers and new assessor's plat and lot numbers signed by the Tax Assessor.		
30.				Fiscal Impact Analysis or Environmental Analysis (Section 6.6) if required		
31.				Historic District Commission (HDC) Certificate of Appropriateness if the project requires HDC review and approval		
32.				Proposed residential density and square footage of non residential use. Floor plans to scale for each building including the use of floor space, number of units, number of bedrooms and square footage of each unit and building elevations showing exterior building design, materials, colors and height (for land developments and adaptive re-use)		

#### **F. PROJECTS WITH STREETS/ROADWAYS**

If your project proposes to extend or create a roadway, please complete this section. If your project does not propose to extend or create a roadway, you may skip this section.

<sup>1</sup> RIGL §45-23-39(d)(1)(v) states that for a state permit from the Rhode Island department of transportation, a letter evidencing the issuance of such a permit upon the submission of a bond and insurance is sufficient, but such actual permit shall be required prior to the issuance of a building permit.

F	M	PR	F	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
1.				Street plans (minimum scale of 1"=40' horizontal with profiles (minimum 1"=4' vertical) indicating the street center line, curblines, and the existing elevations of the ground at the street center line, location and size of proposed sewer lines, water lines and other underground utilities; and, street cross sections showing width of right-of-way, roadway; and, sidewalks. Plan must include street names and hydrant locations approved by the Fire Chief. Plan must include proposed street light locations.		
2.				Roadway design plan(s) and profile(s), including existing and proposed elevations and typical cross-sections and paved (impervious) areas delineated on the appropriate plans, including all pedestrian facilities		
3.				Stormwater management plan(s), and drainage calculations, to show accurate designs and details of proposed stormwater management and water quality infrastructure, including type, location, drainage calculations, extension of existing lines, and configuration, prepared by a Registered Professional Engineer		
4.				Landscape plan(s), maintenance plan and tree preservation plan, to show all significant proposed clearing of land, removal of existing vegetation, re-vegetation, landscaping on street rights-of-way, and within common areas, and landscape installation details and related notations, signed by a licensed Landscape Architect for final plans		
5.				Construction Cost Estimate for all improvements		
6.				Soil Erosion and Sediment Control Plan		
7.				Construction Schedule		
8.				If any Streets, Areas or Facilities are to be dedicated to the Town of Bristol, the Final Plan shall include a Statement that such dedication shall not impose any duty or responsibility upon the Town of Bristol to maintain or improve any dedicated streets, areas or facilities until specifically authorized by the Town Council Per Section 6.7 of these regulations.		

**G. FEES**

G	M	PR	F		Received
1.				Application Fee	
2.				Engineering Review Fee	

3.		Advertising Reimbursement	
4.		Final Plat Recording and Mapping Fees	
5.		Performance Guarantee (if applicable)	
6.		Engineering Inspection Fee	
7.		Maintenance Guarantee (if applicable)	
8.		Receipt that all other fees to outside agencies have been paid (if applicable)	

Applicant Comments on Required Items: Attach additional sheets as needed

Reviewer Comments on Required Items:

Signature of Applicant: \_\_\_\_\_

Signature of Professional Land Engineer: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Signature of Professional Land Surveyor: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Signature of reviewer: \_\_\_\_\_

Date of Review: \_\_\_\_\_