

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT DEVELOPER INFORMATION PACKET

Thank you for your inquiry about the development process within the East Providence Waterfront Special Development District. The Waterfront Commission looks forward to working with your development team to insure that your project is a success for you and an asset to the City of East Providence.

If you have any questions please do not hesitate to contact the Executive Director, City Hall 145 Taunton Avenue, East Providence, RI 02914 (401) 435-7500 x 11151

www.eastprovidencewaterfront.com



East Providence Waterfront Commission Role and Approval Process

Background

The East Providence Waterfront Special District Commission is a City-State Partnership created by State Enabling Legislation in 2003 and City Ordinance in 2004.

Role

- Adopt, implement and administer a plan of development for the Waterfront District
- Administer Design and Development Regulations
- Review and approve all public and private sector development plans and improvements in the Waterfront District
- Engage in the Design Review process, which includes oversight on materials, and design details including windows, doors, street landscaping, lighting and signage

Vision

- Environmental improvements
- Public Access
- Economic Developments
- Fiscal Impact
- Mixed-Use
- Quality Product
- Community Sensitivity

Meetings

All meetings of the Waterfront Commission, its Design Review Committee and Hearing Panel are open to the public. Meetings are posted at East Providence City Hall, and on the City, Waterfront Commission, and Secretary of State's websites.

1. The development team for proposed projects meets in a series of design workshops with the Design Review Committee and interested members of the public to review and revise, as necessary, massing, height and design details. These include, but are not limited to, materials, roofscape, signage, landscaping, doors, windows, etc. The Design Review Committee also reviews broader issues such as traffic, drainage and infrastructure impacts.
2. Public Hearings on the project are held by both the Design Review Committee and the entire Waterfront Commission. Conditional uses and deviations will be considered at public hearings by the Hearing Panel. Hearings are advertised in the newspaper and neighboring property owners are noticed via certified mail. Proponents and opponents are given the opportunity to speak at these meetings.
3. Once an application has been deemed to be complete in form and substance, the Waterfront Commission must vote within 40 days to: 1) reject the project, 2) approve the project with certain conditions or 3) approve the project as presented. In the alternative, the Commission and the applicant may mutually agree on an extension of time for the Commission to make a decision or make a finding of fact that circumstances require additional time for study. Said extension of time must be no longer than 90 days and shall be in writing and be signed by a designated representative of the Waterfront Commission and by the party in interest.
4. If the project is approved, a Certificate of Approval for the project is issued. No building permit is issued without a Certificate of Approval from the Waterfront Commission. Approved project plans are signed by the Executive Director and recorded in the Clerk's office.
5. If any changes are made to the project, the development team must appear before both the Design Review Committee and the Waterfront Commission for approval of the changes.

Approval Process

Waterfront Commission



The Waterfront Commission is comprised of up to seventeen members. Voting members include five appointed by the City Council and five appointed by the Governor with the advice and consent of the Senate. The Mayor and Governor appoint the Chairperson. Ex-officio non-voting members include the Mayor, Planning Director, Public Works Director, and designees of the directors of Commerce RI, RIDOT, and RIDEM.

See www.eastprovidencewaterfront.com to learn more about the Waterfront Special Development District Commission, including zoning, vision, enabling legislation, by-laws, resources and meeting agendas, minutes, and more.

Subcommittees

Design Review Committee

- Responsible for review of all applications for development
- Comprised of three members of the Waterfront Commission, the City's Planning Director and Public Works Director.
- Works with the development team on design details and then makes a recommendation for approval or rejection to the full Waterfront Commission

Hearing Panel

- Reviews applications for deviations, variances, special exceptions and conditioned uses where the Chairman determines an application involves unusually complex factual issues and/or may involve a lengthy evidentiary hearing
- Comprised of up to five members designated by the Waterfront Commission

Application Process

All projects within the East Providence Waterfront Special Development District must conform to both the Waterfront Special Development Zoning Regulations (Article IX of the City of East Providence Zoning Ordinance) and potentially other applicable

regulations, including those of the RI Department of Environmental Management (DEM) and the RI Coastal Resources Management Council (CRMC).

Development teams are strongly encouraged to utilize design professionals with experience and expertise in urban or waterfront areas. Proposed projects should provide a richness of detail and materials and complement other existing or proposed developments within the District. The project design should particularly address the pedestrian experience and connections including public waterfront access.

The following steps should be followed by the development team in planning a project within Waterfront District.

Executive Director

For ease of navigation through the approval process, the Executive Director is the point of contact to discuss the project, the general process and time schedule.

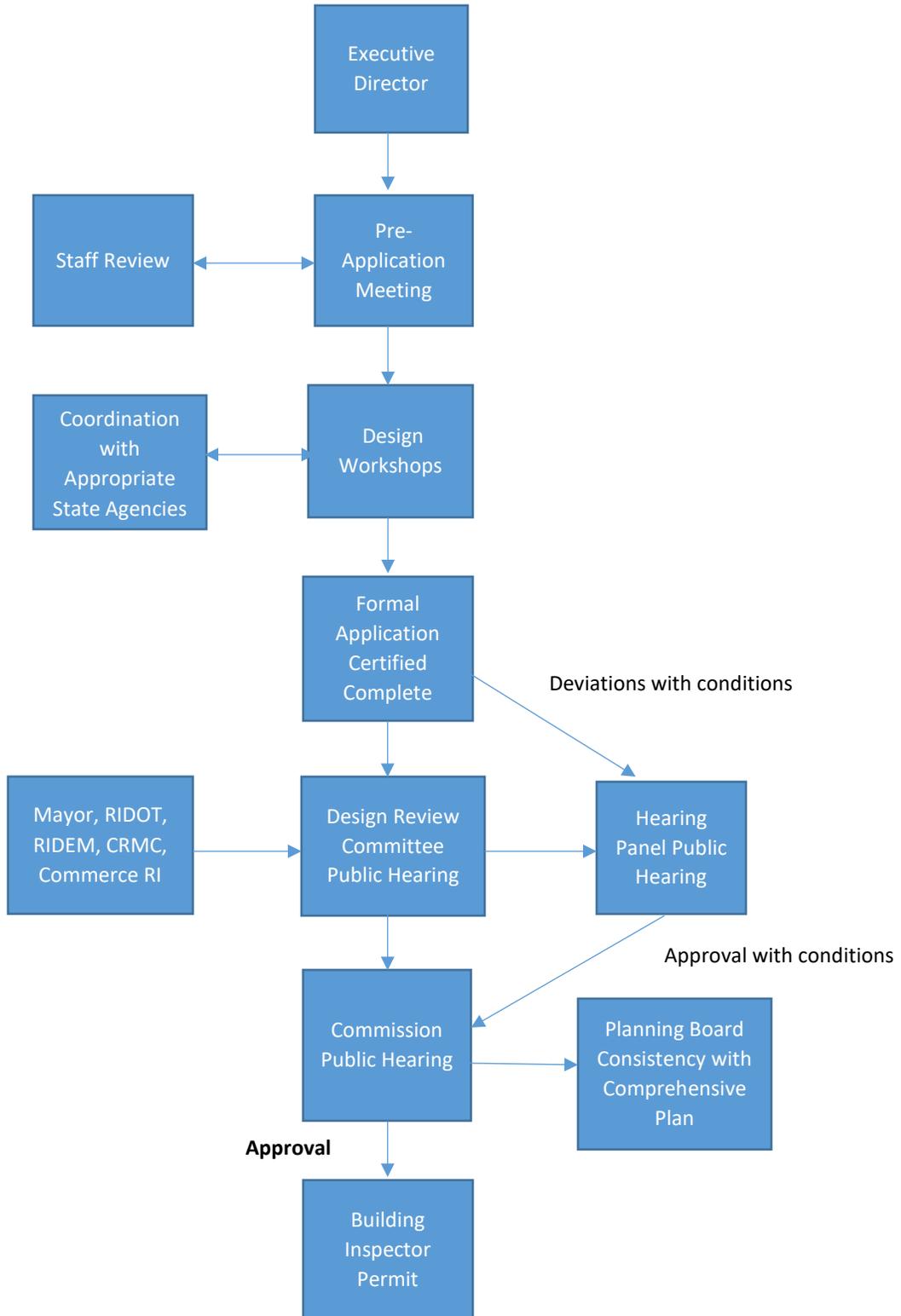
Pre-Application Meeting

The development team should schedule a pre-application meeting(s) with the Executive Director and the Commission's design consultant to review the project for general compliance with regulations and design guidelines. The Executive Director will provide guidance on the scope of the application and any requirements for outside peer review.

Workshop Presentation

The development team should schedule a series of workshop presentations with City Staff, the Design Review Committee, and the Waterfront Commission to review and refine project details in compliance with the Regulations. Depending upon the complexity of the project, the development team should anticipate a minimum of two workshop meetings before the project is ready for the final application for approval.

Waterfront Project Review Procedures



Coordination with State Permitting Agencies

Applicants are encouraged to schedule project concept review meetings with state permitting agencies such as the DEM and CRMC at the earliest project stage.

Additional Professional Reviews

The Waterfront Commission may require the applicant to pay additional review fees in advance so that the Commission may hire outside professionals to conduct review(s) of impact analyses submitted by the applicant and to conduct independent reviews. The elements of an application for which the Commission may require additional review fees shall include but not be limited to the following: legal issues, architecture and landscape architecture, drainage, traffic, noise, environmental assessments, and geotechnical sampling and testing, among others. The amount of the additional review fee shall be based upon written cost estimates prepared by qualified consultants selected by the Commission based upon a written scope of work prepared by the Executive Director in consultation with the Design Review Committee and applicable staff. The applicant shall be afforded the opportunity to review and comment on the scope of work and the proposed fees. These review fees shall be deposited in a review escrow account established by the Commission.

Application and Processing Fees

The required application and processing fees are included under Waterfront Commission Fee, below. The development team should note that the required application fee is non-refundable. See Title 885- East Providence Waterfront District Part 3- East Providence Waterfront Application and Processing Fees, as recorded with the Secretary of State in accordance with the Administrative Procedures Act.

Submission of Formal Application and Public Hearings

Following design workshops, the development team will submit a formal application to the Executive Director. Once the application is certified complete, the Executive Director will schedule the required public hearings within the next 30-45 day period. The Applicant is responsible for sending notice of the public hearings to area property owners by certified mail at least 14 days before the scheduled hearing date.

Approval/Rejection

Following testimony received at the public hearings, the Waterfront Commission may vote to (1) reject the project, (2) approve the project with certain conditions, or (3) approve the project as presented. If approved, the Commission will issue a Notice of Decision. The Planning Board will be asked to determine project consistency with the comprehensive plan. In order to obtain a building permit, the construction drawings must be developed in accordance with the approved application and plans stamped and signed by the Executive Director.

Zoning Ordinance

The development team should review the City of East Providence Zoning Ordinance for provisions that may have an impact the project. See Article IX Waterfront Special Development Districts Sec. 19-470 through Sec. 19-485 of the East Providence Zoning Ordinance, as amended.

Design Guidelines

Please request design guidelines prepared for each sub-district.

The Waterfront Commission reserves the right to alter, amend or change this Developer's Information Packet at its discretion.

Waterfront Commission Fees

Application Fees

- Consistency of Use Certificates - **\$100.00**
- Hearing Panel and Waterfront Commission hearings for conditional use and/or deviations for a project without alterations, additions, or construction- **\$200.00**
- Alterations, Additions, and Construction
 - Project Cost Up to \$5,000 - **\$50.00**
 - Project Cost \$5,001 to \$9,999 - **\$100.00**
 - Project Cost \$10,000 to \$49,999 - **\$250.00**
 - Project Cost \$50,000 to \$99,999 - **\$500.00**

With the exception of the initial pre-application workshop meeting, the applicant is responsible for all design workshop costs and all costs relating to design review and public hearings including, but not limited to advertising, certified mail, the



stenographer, legal fees, design review, planning, administrative costs and other direct costs including peer review.

The applicant shall submit a certified bank check with the development application payable to the East Providence Waterfront Commission in the amount listed below.

Tier I Fees - Minor Projects

This fee schedule applies to determinations of consistency of use, hearing panel review, and alterations, additions and new construction with an estimated construction cost of \$100,000 or less. Project costs shall be determined by the Executive Director but shall exclude site acquisition, remediation and site preparation costs.

Tier II Fees- Major Projects

The fee schedule below applies to alterations, additions and new construction with an estimated construction cost in excess of \$100,000. Project costs exclude site acquisition, remediation and site preparation costs. Applicants shall submit a construction cost estimate broken down on a per square foot basis by land use. The Executive Director will have the construction cost estimate upon which the fee is calculated, reviewed and verified.

1. Multiphase projects will be considered one project, and the fee paid must reflect the total cost of the project
2. Total fees are not capped
3. Development fees for project costs \$5,000,000 or less are due in full at project application at the fee rate of 0.50%
4. Development fee rates for projects \$5,000,000 or greater are graduated:
 - a. Fee rate for project costs \$5,000,000 to 19,999,999 is 0.50%.
 - b. Fee rate for project costs \$20,000,000 to \$24,999,999 is 0.40%.
 - c. Fee rate for project costs 25,000,000 \$29,999,999 is 0.35%.
 - d. Fee rate for project costs \$30,000,000 to \$39,999,999 is 0.30%
 - e. Fee rate for project costs \$40,000,000 to \$99,999,999 is 0.25%
 - f. Fee rates for project costs greater than \$100,000,000 is 0.20%
5. Development fees for projects with a cost of \$5,000,000 or greater, are due in four phases:

- a. Twenty-five percent (25%) of the total fee is due at the time of application
- b. Ten percent (10%) of the total fee shall be paid prior to the issuance of a Notice of Decision
- c. Fifty percent (50%) of the total fee must be paid at the time of application for the first building permit. For phased projects, applicant may petition the Waterfront Commission for approval to pay a prorated fee for payment in full prior to the application for the first building permit for each phase.
- d. The final fifteen percent (15%) of the total fee is due in full at the time of application for the first certificate of occupancy.

Professional Review Fees

If any such professional review is required by the Waterfront Commission, the Commission shall so indicate at the Pre-Application stage of review, based upon a recommendation of the Executive Director. The determination will be based upon the understanding of the Commission and staff, at that time, of the issues posed by an application. This shall not preclude the Commission from requiring such outside professional review at a later stage in the review process if additional information is received which leads the Commission to believe that such additional professional review is required for an adequate consideration of the proposal.

As part of the public record, the Waterfront Commission shall indicate its intent to spend any portion of the professional fee escrow account and shall specify the purpose for the proposed expenditure(s). Those moneys deposited by the applicant and not spent by the Waterfront Commission in the course of its review shall be returned to the applicant within thirty (30) days after the Waterfront Commission renders its final decision on the application.

The table on the following page provides examples of project fees payable to the East Providence Waterfront Commission.

Project Cost	Fee Rate	Total Fee	Due at Application- 25%	Due Prior to Notice of Decision- 10%	Due at Building Permit- 50%	Due at Cert. of Occupancy- 15%
\$100,000 to 4,999,000	0.50%	\$500+	\$500+			
\$5,000,000	0.50%	\$25,000	\$6,250	\$2,500	\$12,500	\$3,750
\$10,000,000	0.50%	\$50,000	\$12,500	\$5,000	\$25,000	\$7,500
\$15,000,000	0.50%	\$75,000	\$18,750	\$7,500	\$37,500	\$11,250
\$20,000,000	0.40%	\$80,000	\$20,000	\$8,000	\$40,000	\$12,000
\$25,000,000	0.35%	\$87,500	\$21,875	\$8,750	\$43,750	\$13,125
\$30,000,000	0.30%	\$90,000	\$22,500	\$9,000	\$45,000	\$13,500
\$40,000,000	0.25%	\$100,000	\$25,000	\$10,000	\$50,000	\$15,000
\$50,000,000	0.25%	\$125,000	\$31,250	\$12,500	\$62,500	\$18,750
\$75,000,000	0.25%	\$187,500	\$46,875	\$18,750	\$93,750	\$28,125
\$100,000,000	0.20%	\$200,000	\$50,000	\$20,000	\$100,000	\$30,000
\$100,000,000 +	0.20%	0.20% of Project Cost	25% of total fee	10% of total fee	50% of total fee	15% of total fee

Other Miscellaneous Fees

Miscellaneous fees include the following.

- The fee to request an extension of approval is \$100.00 for Tier I (construction cost at or below \$100,000) and \$500.00 for Tier II (construction cost above \$100,000) projects.
- The Plan Modification fee is \$500.00 for a Tier I application and \$1,000.00 for a Tier II application. The Waterfront Commission reserves the right to reconsider fees due as defined in accordance with the scope of plan modification. Applicant is responsible for all peer review and hearing fees.
- The fee for Signage Review is \$100.00 per application. Applicant shall be responsible for the cost of peer review by the Commission’s consulting architect.

Public Entities

The following fees shall apply for public entities only, including state and municipal governments and excluding utilities (and not to any public/private applicants):

Tier I Minor Applications - Application fee for projects with an estimated cost up to \$99,999 shall be paid in accordance with the Tier I fee schedule for minor projects.

Tier II Major Projects

1. Projects with an estimated cost of between \$100,000 and \$4,999,999 shall pay a fee at the rate of 0.50% or \$1,000.00, whichever is less
2. Projects with an estimated cost of \$5,000,000 or more shall pay \$2,000.00



- For implementation of any Conditions of Approval requiring inspection, applicant shall be responsible for the cost by the Commission’s consultants.
- The applicant is obligated to pay any development permitting fees applicable to City Agencies such as building permit, sewer, and subdivision fees.

No building permit or certificate of occupancy will be issued without the payment of all applicable Waterfront Commission fees.

- Up to one acre - \$200
- One and up to five acres - \$500
- Five and up to 20 acres - \$1,000
- Greater than 20 acres - \$1,500

Design guidelines for new sub-district

Applicant shall be responsible for the fee for the commission’s architectural consultant to develop guidelines, with staff coordination.

Tier I - Minor Project Checklist

Tier I – Minor Project Checklist applies to determinations of consistency of use and alterations, additions and new construction with an estimated construction cost of \$100,000 or less. Project costs shall be determined by the Executive Director and shall exclude site acquisition, remediation and site preparation costs. Initially, the applicant shall submit a completed application form and required application fee to the Executive Director and five (5) copies of the preliminary site plans. Upon certification of completion, sixteen (16) copies of the preliminary site plans may be required for referrals to the Waterfront Commission and City Departments.

Each item must be addressed on this checklist. If a particular item is not relevant to your proposal, please indicate by entering NA (Not Applicable) in the spaces provided. The checklist must be filled out completely and all required copies must be presented or the application will not be accepted.

This checklist is provided as a means of assistance to the review process. Please refer to the East Providence Zoning Ordinance entitled Waterfront Special Development District, Article IX Sec. 19-470 through 19-485 for details concerning the requirements for waterfront development. ***Please confirm the number of prints to be submitted with the Executive Director.*** Submission in digital format is appreciated.

Tax Increment Finance Fees

- Applicant shall be invoiced for all public hearing fees paid by the Waterfront Commission including legal notice and stenographer costs.
- Applicant shall be responsible for certified mailing to property owners within the 200-foot notice area
- Applicant shall be responsible for reimbursement of all consultant fees including legal and TIF bond review fees incurred by the Waterfront Commission. Waterfront Commission fees are exclusive of any fees or reimbursable costs incurred for City review.
- The TIF application fee, payable to the East Providence Waterfront Commission, is \$4,000.00 for TIF requests up to \$15,000,000; \$5,000.00 for TIF requests \$15,000,000 to \$30,000,000; and \$7,500.00 for TIF requests above \$30,000,000.
- TIF modification or amendment application fee, payable to the East Providence Waterfront Commission, is \$3,000.00 for requests up to \$15,000,000, \$4,000.00 for requests \$15,000,000 to \$30,000,000 and \$5,000.00 for requests above \$30,000,000.

Zone Change Fee

Below is a schedule of fees for any Zoning Amendment (text and/or map change) request by a private developer to expand the Waterfront District.

Advisory opinion to Planning Board and City Council:



The applicant shall file the following materials with the Executive Director or designee:

- 1. A completed Application for a Permit form.
- 2. Five (5) prints of the site plans that must meet the requirements of the East Providence Waterfront Special Development District Plan including profiles for all proposed streets and public improvements.
- 3. The applicant shall file a brief description of the project, including the project name(s), a summary of uses, size of buildings, square footage by use, total number of parking spaces and a listing of public amenities.
- 4. Sixteen (16) copies of supporting documentation that meet the requirements of the East Providence Waterfront Special Development District Plan and that incorporate all necessary changes, documentation, and any requirements set forth by the Waterfront Commission during the preliminary plan review stage, as required.
- 5. A certified list of the names and addresses of property owners within a two hundred (200) foot radius of the perimeter of the subdivision or land development project as of no more than thirty (30) days prior to the filing of an application.

Tier II – Major Project Checklist

The checklist applies to alterations, additions and new construction with an estimated construction cost in excess of \$100,000. Project costs shall exclude remediation and site preparation costs. Applicants shall submit a construction cost estimate broken down on a per square foot basis by land use. The Commission will have the construction cost estimate upon which the fee is calculated, reviewed, and verified.

The applicant shall submit to the Executive Director six (6) blue line or photocopies of preliminary plan drawings required below, for distribution and review. Upon certification of completeness, sixteen (16) copies of the plans shall be submitted for review by the Waterfront Commission. Additional plans may be

required by the Executive Director. Each sheet shall be 24 inches by 36 inches, and a sufficient number of sheets shall be included to depict clearly all of the information required. Sheets shall be numbered for ease of reference.

Each item on this checklist must be satisfied for a project to proceed with the substantive review process. If a particular item does not fit the circumstances or characteristics of your proposal, please indicate by enter NA (Not Applicable) in the space provided. The checklist must be filled out completely or the application will not proceed to the substantive review process. All required copies and supporting materials must be submitted with the checklist for the same to be accepted.

The checklist is provided as a means of assistance to the review process. Please refer to the East Providence Zoning Ordinance entitled Waterfront Special Development District, Article IX Sec. 19-470 through 19-485 for details concerning the requirements for waterfront development.

The applicant shall file the following materials with the Executive Director or designee:

Title Block Requirements

- 1. Name of the proposed development.
- 2. Name and address of property owner(s) and applicant(s) (if the owner of record is a business entity, the name and address of the president, secretary and each equity holder of such entity.)
- 3. Name, address, telephone number, license number and seal of preparer.
- 4. Date of plan preparation with revision date(s), if any.
- 5. Graphic scale (1" = 40' or larger) and north arrow with notation as to its reference (e.g. grid, magnetic or assumed).
- 6. Map, block, and parcel number(s) of the land being developed.

Plan Elements

- ❑ 7. Legend depicting and defining all symbols.
- ❑ 8. Zoning district(s) of land being developed. If more than one district, zoning boundary lines must be shown.
- ❑ 9. Perimeter boundary lines of the development drawn so as to differentiate same from other property lines.
- ❑ 10. Location and dimensions of existing streets and property lines within or forming the perimeter of the development parcel.
- ❑ 11. Easements, reservations and rights-of-way within or adjacent to the development parcel(s).
- ❑ 12. Location of wooded areas and notation of existing ground cover and other natural features.
- ❑ 13. Location of wetlands or watercourses present on or within two hundred (200) feet of the perimeter of the development parcel.
- ❑ 14. Acreage of parcel to the nearest tenth of an acre. Also required shall be a zoning data table showing calculations necessary to determine conformance to zoning regulations.
- ❑ 15. All distances as measured along the right-of-way lines and existing streets abutting the property and direction to the nearest intersection with any public street.
- ❑ 16. Existing contours (with intervals of one (1) foot where slopes are less than fifteen (15) percent and five (5) where slopes are fifteen (15) percent or more) referred to as Mean Sea Level, are to be indicated by a dash line. Where any changes in contours are proposed, finished grades must be shown as solid lines. Spot elevations must also be shown. At least two (2) benchmarks shall be referenced.
- ❑ 17. Location of existing environmental features including general soil types, rock outcrops, wooded areas, watercourses, depressions, ponds, marshes, wetlands, floodplains and other significant environmental features including previous flood elevation of watercourses, ponds and marsh areas as determined by survey. If any portion of the proposed development is located within a flood hazard area, base flood elevation data must be provided.
- ❑ 18. Location of existing buildings which shall remain, and all other existing structures such as walls, fences, culverts, bridges, roadways, wells, etc.
- ❑ 19. For all property within a two hundred (200) foot radius as measured from the perimeter of the subject property:
 - The shape, dimension, and area of the property
 - The location of all zoning use district boundary lines
 - The assessor's map, block and parcel number
 - The general location, shape and use of all existing buildings, structures and improvements within a two hundred (200) foot radius of the subject property
- ❑ The information below may be shown on the site plan or on a separate sheet; a minimum scale 1" = 100' is required.
- ❑ 20. The proposed use or uses of the land, building structures and equipment and the proposed location of buildings, structures and equipment and the proposed location of buildings, structures and equipment including proposed grades. Such features must be indicated on a separate drawing where required.
- ❑ 21. The location, type and density of proposed land uses for the site to be developed. The location, dimension and area

- of any land proposed to be set aside for open space.
- 22. Sketches, renderings, elevations, photographs or scale model are need to illustrate the visual impact on the community.
 - 23. Location, size, type of materials and means of illumination of all proposed signs.
 - 24. A drainage plan incorporating the change in land use and direction of storm flow through the site meeting requirements set by the City of East Providence and Rhode Island Department of Environmental Management shall be submitted. The drainage plan shall consist of a plan depicting existing and proposed drainage structures, drainage basin areas and drainage flow paths. Also required shall be a report that summarizes all drainage calculations. The rational method, SCS TR20, SCS T55 or approved method shall be used for runoff calculations. The design storm condition shall be one with a twenty-five (25) year return period. Where use of above ground or underground retention or detention basis is proposed, the twenty-five (25) year design storm shall be used in design calculations. If the drainage system is located in whole or in part in a special flood hazard zone as defined by FEMA, a one-hundred (100) year design storm shall be used. Drainage calculations shall include pre-development and post-development conditions
 - 25. All existing and proposed sanitary sewers, water mains and other utilities, whether publicly or privately owned, above or underground, showing pipe sizes, grades and directions of flow shall be located. All proposed sanitary sewers, water mains and other utilities shall conform with the applicable requirements and standards of the City and the appropriate utility.
 - 26. If a formal entrance way and/or signage is proposed, a plan for same that clearly locates and defines all improvements must be submitted. The location, type and source of all lighting also must be shown on the project plans.
 - 27. The proposed screening and landscaping plan as well as other landscaping materials such as street trees and planting beds. This plan shall indicate the location, type and size of al plantings and time of planting. The plan shall be prepared and certified by a registered landscape architect.
 - 28. All means of vehicular access to and from the site onto public streets showing the size and location of driveways, curb cuts, radii, parking and loading areas, and other offsite traffic improvements necessary to ensure public safety. The Executive Director may require the applicant to provide studies evaluating traffic and circulation impacts of the proposal.
 - 29. All proposed street plans (minimum 1" = 40') with profiles (minimum 1" = 40') indicating grading and cross-sections showing the width of the roadway and location and width of sidewalks and if required, bike paths. All proposed improvements must be designed and constructed according to the standards and specifications of the City of East Providence.
 - 30. Other information that may be required to show that the details of the development plan are in accordance with all applicable requirements and standards of the Waterfront District regulations and the 2003 East Providence Waterfront Special Development District Plan.
 - 31. A signature block for use by the Executive Director, Planning Department

Director or designee shall be provided on all plans and/or documents that are intended to be recorded in the City land evidence record.

Supporting Documents

- 32. Completed application form.
- 33. Sixteen (16) blue line prints of the plans meeting the requirements of the East Providence Waterfront Special Development regulations.
- 34. A sufficient number of reduced plan(s) for distribution to those persons listed on the notification list plus sixteen (16) reduced plans for distribution to the Waterfront Commission.
- 35. A certified list of the names and addresses of property owners within a two hundred (200) foot radius of the perimeter of the subdivision or land development project as of no more than thirty (30) days prior to the filing of an application.
- 36. Sixteen (16) copies of a written narrative summarizing the entire proposal and any potential neighborhood impacts (i.e. traffic, noise, odors, lights and incompatibility of adjoining structures and uses).
- 37. Copies of any initial comments received by the applicant from state and/or federal reviewing agencies, such as the Rhode Island Department of Environmental Management and the Coastal Resources Management Council and/or a written summary of the required state and/or federal permits for the proposed development.
- 38. Copies of all legal documents describing the property, easements and rights-of-way, dedications, plat restrictions, deeds and/or other legal documents (list and attach).
- 39. Construction plan including sequence of operation, storage of equipment and materials, disposal of spoil and debris from clearing and grubbing, grading installation of drainage structures, utilities, curb and pavement, etc. through pavement markings. An erosion and sedimentation control plan shall also be required.
- 40. Indication from the East Providence Fire Department that emergency access, turning radii, hydrant locations and extension of fire alarm to the project site are acceptable to the Department.
- 41. Filing fee as set forth by the East Providence Waterfront Commission. The applicant shall also be responsible for costs associated with review by the Waterfront Commission, consultants, hearings, certified mail costs and stenographic services, including those fees discussed below.

Waterfront District Application for a Permit

(File with the Waterfront Commission, c/o Executive Director) City Hall 145 Taunton Ave, East Providence, RI 02914

(Type and Print Clearly) 1. Applicant(s)

Name _____

Address _____

2. Owner(s) Name (list names of all holders of any equity interest in the applicant) _____

Address _____

3. Land Surveyor's Name _____

Address _____

4. Assessor's Map/Block/Parcel Number(s) _____

5. Street Address of Property _____

6a. Waterfront Zoning Sub-District _____

6b. Conditional Uses or Deviations Proposed _____

7. Any Covenants, Conditions, Restrictions on the land? _____

8. Title Report and Tax Certification Required (Attach to this form)

Applicant's Signature _____ Date _____

Witness _____

Owner Certification: "(I or we) do hereby certify that (I am or we are) the only owner(s) of record of the property under this application, and said property being described in deed(s) recorded in the East Providence Land Records at Book _____, Page _____, request as this as (my or our) record plat for this property. (I or we) further certify that (I or we) submit to the jurisdiction of the East Providence Waterfront Special Development District and agree to pay all fees associated with submitting this application.

Owner Signature _____ Date _____

Witness _____



For Office Use Only

File # _____ Date Submitted _____

Received By (initial) _____

Fee \$ _____ # of Lots or Units _____

COC _____

Design Review Committee

Date of Design Review Committee Meeting _____

Date(s) of Display Ad(s) _____

Action and Date _____

Hearing Panel Committee Meeting _____

Action and Date _____

Date of Waterfront Commission Meeting _____

Date(s) of Display Ad(s) _____

Action and Date _____

Appeal _____

Other Actions Required? _____

Plan Signed _____

(Note: None or date of Appeal)



Schedule of Land Use Regulations

The following is a schedule of use regulations:

Y = Yes, permitted use

N = No, prohibited use

C = Conditional use

	Northern Waterfront Districts			Southern Waterfront Districts		
Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
RESIDENTIAL AND RELATED USES						
One-family	C	N	N	N	C	C
Two-family	Y	N	N	N	Y	Y
Three-family	Y	N	C	N	Y	Y
Apartment/condominium	Y	C	Y	Y	Y	Y
Community residences	Y	N	Y	Y	Y	Y
Artisan live/work	Y	Y	Y	Y	Y	Y
Continuing care	N	N	C	C	C	N
RETAIL BUSINESS						
Apparel and accessory stores	Y	Y	Y	Y	Y	C
Art galleries	Y	Y	Y	Y	Y	Y
Café	Y	Y	Y	Y	Y	Y

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

	Northern Waterfront Districts			Southern Waterfront Districts		
Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
Cigar Lounge	Y	Y	Y	Y	Y	Y
Funeral home, mortuary	C	Y	C	C	N	N
Furniture, home furnishings and appliances	Y	Y	Y	Y	N	N
Gasoline dispensing facilities	C	C	N	C	N	N
General merchandise	Y	Y	Y	Y	N	C
Grocery stores	Y	Y	Y	Y	C	C
Microbrewery/distillery	Y	Y	Y	Y	Y	C
Office supplies and equipment	Y	Y	Y	Y	N	N
Printing or publishing	Y	Y	Y	Y	N	N
Package liquor stores	Y	Y	Y	Y	Y	Y
Specialty stores	Y	Y	Y	Y	Y	Y
EATING AND DRINKING ESTABLISHMENTS						
Restaurants, coffee shops, delicatessens, and ice cream parlors, with indoor and/or outdoor seating	Y	Y	Y	Y	C	C
Fast food restaurants	N	C	C	C	N	N
Taverns, bars, lounges, pubs and similar establishments	Y	Y	Y	Y	C	C

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

	Northern Waterfront Districts			Southern Waterfront Districts		
Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
Entertainment/clubs	Y	Y	Y	Y	C	C
LODGING						
Bed and breakfast	C	N	C	C	C	C
Conference center	C	N	Y	Y	C	N
Hotel	C	N	C	C	C	N
Motel	N	N	C	C	N	N
OFFICE USES						
Banks	Y	Y	Y	Y	Y	Y
Business offices	Y	Y	Y	Y	C	C
Corporate headquarters	Y	Y	Y	Y	C	C
Call-in center	Y	Y	C	N	N	N
Government offices	Y	Y	C	Y	N	N
Post offices	Y	Y	Y	Y	C	C
HEALTH SERVICES						
Medical offices, outpatient services	Y	Y	Y	Y	Y	Y
Medical research, engineering or testing laboratory	Y	Y	C	C	N	N

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

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Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
Nursing, congregate care, assisted living and convalescence homes	C	N	C	C	N	N
Veterinary offices/clinics	C	Y	C	C	N	N
PERSONAL SERVICES						
Child day care centers, nursery schools	Y	N	Y	Y	Y	Y
Dry cleaners	Y	Y	Y	Y	C	C
Family child care homes	Y	N	N	N	Y	Y
Hair salon/barber shop	Y	Y	Y	Y	Y	Y
Laundromats	Y	Y	Y	Y	C	C
Massage therapy and/or massage therapy establishment	C	C	C	C	C	C
Personal services	Y	Y	Y	Y	Y	Y
Pharmacies	C	N	C	C	C	C
RECREATION AND CULTURE						
Auditoriums and places of assembly	Y	C	Y	Y	Y	C
Boat and yacht clubs	Y	C	Y	Y	Y	Y
Bowling alley	Y	N	Y	Y	N	N
Business and trade schools	Y	Y	Y	N	N	N

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

Use	Northern Waterfront Districts			Southern Waterfront Districts		
	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
Dance studio, yoga, martial arts	Y	Y	Y	Y	C	C
Farmers market	C	C	Y	C	N	N
Film Studio	Y	Y	Y	Y	C	C
Gallery, art	Y	Y	Y	Y	Y	Y
Health fitness centers	Y	Y	Y	Y	C	C
Libraries	Y	Y	Y	Y	Y	Y
Marinas/boat launching facilities	Y	Y	Y	Y	Y	Y
Municipal facility	Y	Y	Y	Y	Y	Y
Museums	Y	Y	Y	Y	C	C
Nonprofit clubs; civic, social or fraternal	Y	N	Y	Y	C	C
Park, playground or playfield	Y	N	Y	Y	Y	Y
Photography Studio	Y	Y	Y	Y	Y	C
Places of worship	Y	C	C	C	C	N
Public or private elementary, junior high or high school	Y	N	Y	Y	Y	Y
Recreation, indoor	Y	C	Y	Y	N	N
Recreation, outdoor	C	N	C	C	C	C

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Theater, indoor	Y	N	C	Y	N	N
Watershed protection or supply	Y	Y	Y	Y	Y	Y
LIGHT INDUSTRIAL/FLEX TECH USES						
Accessory retail industry	C	C	N	N	N	N
Agriculture and aquiculture, indoor (excluding plants with THC)	C	N	N	N	N	N
Artisan design and fabrication	Y	Y	Y	Y	C	C
Business accelerator, incubator	Y	Y	Y	Y	N	N
Distribution center	N	Y	C	N	N	N
Warehouse	C	Y	N	N	N	N
Flex tech, less than 20,000 sf	Y	Y	C	N	N	N
Flex tech, 20,000 sf or greater	C	C	N	N	N	N
Industrial or manufacturing related office	Y	Y	N	N	N	N
Light manufacturing	Y	Y	N	N	N	N
Open storage	N	C	N	N	N	N
Printing and publishing, bulk	Y	Y	C	C	N	N
Research and development	Y	Y	Y	Y	Y	Y

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

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Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
Sale of business and/or industrial equipment and supplies	Y	Y	N	N	N	N
Software design and advanced manufacturing	Y	Y	Y	Y	C	N
Storage, interior only (excluding mini/self-storage units with separate exterior accesses)	Y	C	N	N	N	N
Wholesale showroom with storage and repair facilities	C	C	N	N	N	N
OTHER USES						
Parking structure	Y	Y	Y	Y	C	C
Marine transport	C	C	C	C	C	C
Transit shelters, ferry/water taxi docks	Y	Y	Y	Y	Y	Y
UTILITIES						
Communication services and broadcasting offices	C	C	N	N	N	N
Public utilities not otherwise mentioned	C	C	C	C	C	C
Radio, television or wireless telecommunication antennas	C	C	C	C	C	C

EAST PROVIDENCE WATERFRONT SPECIAL DEVELOPMENT DISTRICT

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Use	Phillipsdale Subdistrict	Dexter Rd. and Pawtucket Ave. Subdistricts	Crook Pt. and Taunton Ave. Subdistricts	Bold Pt. Subdistrict	Veterans Subdistrict	Kettle Pt. Subdistrict
ACCESSORY USES AND STRUCTURES						
Bank ATM machines	Y	Y	Y	Y	Y	Y
Boat, kayak, canoe rental	C	C	C	C	C	C
Commercial satellite dishes	C	C	C	C	C	C
Construction trailer	C	C	C	C	C	C
Home occupation	C	N	C	C	C	C
Fences and walls	Y	Y	Y	Y	Y	Y
Indoor rack boat storage	Y	C	C	C	C	C
Off-street parking areas	Y	Y	Y	Y	Y	Y
PROHIBITED USES						
The specific prohibited uses enumerated herein and in section 19-96 are in addition to any and all other uses which are prohibited in accordance with sections 19-4 and 19-98.						
Adult oriented businesses						
Automobile rental agencies						
Billboards						
Bulk storage of chemicals as a principal use						
Car wash						
Cemetery						



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Drive-through facilities						
Dumps and sanitary fills						
Farming, except for indoor agriculture and aquaculture						
Indoor agriculture with plants with THC (Tetrahydrocannabino)						
Heavy industry						
Hospitals						
Junk and salvage yards						
Mini/self-storage with separate exterior accesses						
Mobile homes						
Motor vehicle sales						
Motor vehicle supply stores						
Motor vehicle repair						
Radio, television or wireless communication towers						

(Ch. 317, § I, 3-2-04; Ch. 470A, § IX, 10-7-08; Ch. 489A, § IV, 10-6-09; Ch. 641, § I, 3-1-16, Amendments adopted 5-21-19)