

19.47 PLANING BOARD ADVISORY CONSULTATION

Project Address:

Zoning District:

Detailed description of Submission Materials is included in Section 19.47 in the Cambridge Zoning Ordinance.

Provide all materials in **electronic draft form** to be reviewed by CDD staff for completeness. ***Planning Board Advisory Consultation will not be scheduled until a complete set of materials is received.***

☐ Preliminary Consultation Checklist

| Preliminary Consultation | Required Submissions (Include a Table of Contents for each Volume) |
|--|---|
| NARRATIVE VOLUME (8.5x11 page size, portrait) | <input type="checkbox"/> Table of Contents <input type="checkbox"/> Cover Sheet (Download from CDD website) <input type="checkbox"/> Dimensional Form (Download from CDD website) |
| Project Narrative Pages must include: <ul style="list-style-type: none">• Project title/address• Page number | <input type="checkbox"/> Project Overview <input type="checkbox"/> Compliance with Zoning <input type="checkbox"/> Urban Design Objective Narrative (Section 19.30) <input type="checkbox"/> Intent to meet sustainable development standards (Section 22.000) <input type="checkbox"/> Intent to meet affordable housing standards (Section 11.200) <input type="checkbox"/> Summary of Community Engagement |
| GRAPHIC VOLUME (11x17 page size, landscape) | <input type="checkbox"/> Table of Contents <input type="checkbox"/> Site Locus Map/Context Plan <input type="checkbox"/> Existing Conditions Site Plan <input type="checkbox"/> Existing Condition Photographs |
| Project Plans and Illustrations Pages must include: <ul style="list-style-type: none">• Title• Date• Author• Graphic scale• North arrow• Labeled dimensions | <input type="checkbox"/> Proposed Site Plan with parking and bicycle parking locations <input type="checkbox"/> Proposed Open Space Plan (Section 5.22) <input type="checkbox"/> Proposed Floor Plans <input type="checkbox"/> Proposed Roof Plan with Green Roof compliance information <input type="checkbox"/> Proposed Landscaping Plan <input type="checkbox"/> Proposed Elevations <input type="checkbox"/> Proposed Perspective Renderings or Photo Simulations <input type="checkbox"/> Proposed Materials Palette |

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☐ Final Consultation Checklist

| Final Consultation | Required Submissions (Include a Table of Contents for each Volume) |
|--|--|
| NARRATIVE VOLUME <i>(8.5x11 page size, portrait)</i> Project Narrative <i>Pages must include:</i> <ul style="list-style-type: none"> • <i>Project title/address</i> • <i>Page number</i> | <input type="checkbox"/> Table of Contents <input type="checkbox"/> Dimensional Form (<i>Download from CDD website</i>) <input type="checkbox"/> Revisions to the proposal based on incorporating the feedback in preliminary report <input type="checkbox"/> Compliance with Zoning <input type="checkbox"/> Urban Design Objective Narrative (<i>Section 19.30</i>) <input type="checkbox"/> Intent to meet sustainable development standards (<i>Section 22.000</i>) <input type="checkbox"/> Intent to meet affordable housing standards (<i>Section 11.200</i>) |
| GRAPHIC VOLUME <i>(11x17 page size, landscape)</i> Project Plans and Illustrations <i>Pages must include:</i> <ul style="list-style-type: none"> • <i>Title</i> • <i>Date</i> • <i>Author</i> • <i>Graphic scale</i> • <i>North arrow</i> • <i>Labeled dimensions</i> | <input type="checkbox"/> Table of Contents <input type="checkbox"/> Proposed Site Plan <input type="checkbox"/> Proposed Open Space Plan (<i>Section 5.22</i>) <input type="checkbox"/> Proposed Floor Plans <input type="checkbox"/> Proposed Roof Plan with Green Roof compliance information <input type="checkbox"/> Proposed Landscaping Plan <input type="checkbox"/> Proposed Elevations and Cross-sections <input type="checkbox"/> Parking and Bicycle Facilities Plan (<i>Section 6.50</i>) <input type="checkbox"/> Shadow Study <input type="checkbox"/> Proposed Materials Palette |
| APPENDICES | <input type="checkbox"/> Green Building Report (<i>Section 22.20</i>) <input type="checkbox"/> Green Factor Documentation (<i>Section 22.90</i>) <input type="checkbox"/> Flood Resilience Documentation (<i>Section 22.80</i>) |

The Applicant shall provide the following for the final submission:

- ☐ Electronic copy of all submission materials certified complete by CDD in digital format (via email)
- ☐ Eight (8) hard copies of Narrative Volume and Graphic Volume. Staples, velo binding or tape binding are preferred for the hardcopies.