

TOWN OF NARRAGANSETT
APPLICATION FOR BUILDING & ZONING DEPARTMENT DIMENSIONAL
MODIFICATIONS

Date Application Submitted: _____

Applicant's Name: _____

Applicant's Address: _____

Phone Number: _____ Cell Phone: _____

Owner's Name: _____

Owner's Address: _____

Phone Number: _____ Cell Phone: _____

Project Location Plat: _____ Lot(s): _____

Street Address: _____

Building Permit Number: _____

Proposed Activity (check one):

_____ Residential Single-Family _____ Residential Multi-Family

_____ Residential Duplex _____ Other

What Zoning District is the property located in?

_____ R-10 _____ R-10A _____ R-20 _____ R-40 _____ OTHER (NOTE THE ZONE)

_____ R-80 _____ P _____ BWV _____ B-A _____ B-B _____ B-C _____ U-R

_____ I-A _____ I-B _____ G-Fi _____ G-Fe _____ G-B

MODIFICATION TYPE (SELECT ONE):

_____ 15% or less

_____ 5% or less

_____ OTHER (INDICATE PERCENTAGE)

ZONING ORDINANCE SECTION 11.7 Special Provisions – Modification

(a) General. An application for modification of up to 15% or less from the literal dimensional requirements of the zoning ordinance for the construction, alteration, or structural modification of a structure or lot of record may be filed by any person, group, agency, or corporation with the zoning enforcement officer. Modifications do not permit moving lot lines.

(b) Application. The application shall describe the requested modifications of 15 percent or less of the dimensional requirements specified in the zoning ordinance. The zoning enforcement officer is authorized to grant permits for modifications up to 15 percent or less of the dimensional requirements specified in this zoning ordinance.

(c) Review procedure, notice and public hearing.

(1). Within ten (10) days of the receipt of a complete request for a modification, the zoning enforcement officer shall make a decision as to the suitability of the requested modification.

2). Upon an affirmative determination, in the case of a modification of five percent (5%) or less, the zoning enforcement officer has the authority to issue a permit approving the modification, without any public notice requirements.

(3). In the case of a modification of greater than five percent (5%), the zoning enforcement officer shall notify, by first class mail, all property owners abutting the property which is the subject of the modification request, and shall indicate the street address of the subject property in the notice, and shall publish in a newspaper of local circulation within the city or town that the modification will be granted unless written objection is received within fourteen (14) days of the public notice.

(4). If written objection is received within fourteen (14) days, the request for a modification shall be scheduled for the next available hearing before the zoning board of review on application for a dimensional variance following the standard procedures for such variances, including notice requirements provided for under this chapter. If no written objections are received within fourteen (14) days, the zoning enforcement officer shall grant the modification.

(d) Standards to be met in granting a modification. In granting a modification, the zoning enforcement officer shall make findings that the following standards are being met:

(1) The modification requested is reasonably necessary for the full enjoyment of the permitted use;

(2) If the modification is granted, neighboring property will neither be substantially injured nor its appropriate use substantially impaired;

(3) The modification requested does not require a variance of a flood hazard requirement, unless the building is built in accordance with applicable regulations; and

(4) The modification requested violates any rules or regulations with respect to freshwater or coastal wetlands.

(e)The zoning enforcement officer may apply any special conditions to the permit as may, in the opinion of the officer, be required to conform to the intent and purposes of the zoning ordinance.

(f)The zoning enforcement officer shall keep public records of all requests for modifications, and of findings, determinations, special conditions, and any objections received.

(g)The costs of any notice required under this subsection shall be borne by the applicant requesting the modification. specified in this zoning ordinance.

Please include a brief written description of the proposed project.

The following documentation is required:

1. Letter from the appropriate professional (Engineer/Land Surveyor/Biologist) indicating that the proposed project conforms to all applicable rules and regulations with respect to Freshwater or Coastal Wetlands and that the project conforms to flood hazard regulations.
2. Two (2) original site plans that have been stamped and signed by a RI Professional Land Surveyor.
3. Two (2) copies of the Building Plans.
4. Application Fee: \$175.00 pay online or bring in cash or *check* Made payable to *Town of Narragansett*.
5. Municipal Lien Certificate (MLC) from the Tax Collector.

Property Owner's Signature: _____ **Date:** _____

Send correspondence to:

Name: _____

Address: _____ **City:** _____ **State:** _____ **Zip Code:** _____

Telephone: _____ **Cell Phone:** _____

Email Address: _____

Request for Certificate
Under 44-7-11 of the
General Laws of Rhode Island 1956

Name of Taxpayer: _____

Property Address: _____

Assessor's Plat: _____ Lot: _____

Fee for Municipal Lien Certificate is \$25.00 per lot. Multiple lots may be included in one request. Please include \$.69 per lot for postage or a self-addressed, stamped envelope for each lot. Any requests without postage can be picked up during normal business hours in Tax Collection.

Return to: _____

If you would like to pick it up, please put your phone number above.