



**CITY OF WARWICK  
ZONING BOARD OF REVIEW**

**APPLICATION REQUIREMENTS FOR DETERMINATION OF RELIEF FROM  
THE MERGER PROVISION PURSUANT TO R.I.G.L. 45-24-38(c)**

The following information is required to be submitted with an application to reverse a previously merged lot of record per the 2024 State Law amendment, which reads “*The merger of lots shall not be required when the substandard lot of record has an area equal to or greater than the area of fifty percent (50%) of the lots within two hundred feet (200’) of the subject lot, as confirmed by the Zoning Enforcement Officer.*”

- 1) Complete Application of Determination
- 2) Class I Survey stamped and signed by a Rhode Island Licensed Surveyor of the subject lots to be un-merged. All structures shall be shown on the subject lots and the distances to the new property lines from all structures. The location of the septic system shall also be shown on the survey, as well as a notation of floor area ratio of the remaining structure, if applicable, should the determination of relief be granted.
- 3) 200’ radius map depicting all of the record lots and assessor’s lots within the subject area and the current assessed owners thereof. If record lots and assessor’s lots are different, then separate 200’ radius maps shall be provided.
- 4) The certification of the lot area of all lots within the 200’ radius of the subject lot(s). This certification shall be completed by a Rhode Island Licensed Surveyor showing the lot number, area of subject lots, which shall be stamped and signed by the surveyor.
- 5) Rhode Island Licensed Attorney to certify through a title search that there hasn’t been any new replats of the lots within the 200’ radius or replats of the subject lot(s).
- 6) A copy of the original recorded plat, subsequent replats or deeds recorded prior to June 20, 1988 or on an approved plat recorded after June 20, 1988. The subject lot must also not have been altered so as to become more non-conforming since its creation and which has not at any time since its creations been legally combined prior to January 1, 2024.
- 7) Certification from the City Clerk on the copies of the recorded plat(s) or recorded deed(s).

The Zoning Enforcement Officer reserves the right to request additional information as needed to allow the department to process and certify the request for the determination merger relief.

Any questions or inquiries regarding the requirements for this process can be directed to the Zoning Clerk Amy Cota, by phone at (401) 921-9534 or by email at [amy.e.cota@warwickri.gov](mailto:amy.e.cota@warwickri.gov).

APPLICATION FOR RELIEF FROM THE MERGER PROVISION

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Subject Parcel Address \_\_\_\_\_

Assessors Map \_\_\_\_\_ Lot Number \_\_\_\_\_

Zoning District \_\_\_\_\_

Recorded Plat Name \_\_\_\_\_

Date of Recorded Plat \_\_\_\_\_

Deed Book & Page (if applicable) \_\_\_\_\_

Description of request \_\_\_\_\_

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Signature \_\_\_\_\_ Date \_\_\_\_\_