

**D. PRELIMINARY PLAT CHECKLIST
MINOR LAND DEVELOPMENT PROJECTS AND MINOR SUBDIVISIONS
WITH PUBLIC IMPROVEMENTS**

Preliminary Plat Map(s) - The applicant shall submit to the Administrative Officer at least ten (10) copies of the preliminary site plans drawn to a scale of 1 inch to 40 feet. The scale may be modified with the permission of the Administrative Officer. Each sheet shall be no larger than 24" x 36", and a sufficient number of sheets shall be included to clearly show all of the information required. Sheets shall be numbered sequentially (e.g., sheet 1 of 3, 2 of 3, etc.). Plans shall include a certification that all plans and improvements conform to Class I standards of the State of Rhode Island and Providence Plantations, Board of Registration for Professional Engineers and Board of Registration of Land Surveyors.

The following information shall be presented in the form of a written narrative report, supplemented as necessary with drawings, sketches or plans to convey intent. The narrative report shall include reduced sets of all drawings and plans required below on maximum 11" x 17" sheets. Initially, the applicant shall submit to the Administrative Officer at least ten (10) blue line or photocopies of preliminary plan maps required below. The number of reduced copies of the plans and narrative report shall be determined by the Administrative Officer, based upon the required distribution to the Planning Board, and other agencies listed in Supporting Materials, below.

Every submission must also be accompanied by an Application for Approval of a Minor Land Development Project or Minor Subdivision, as contained in Appendix B.

At a minimum, required information includes the following:

1. Site Base Map (see below)
2. Existing Resources and Site Analysis Map. See Section 4-1(O).
3. Site Context Map. See Section 4-1(F).
4. Sketch Plan Overlay Sheet. See Section 4-1(E).*
5. Conventional Yield plan. See Section 4-I (H).*
- * Required for Conservation Developments only
6. Proposed Conditions Map (Conventional Subdivisions only)

BASE MAP

All Preliminary Plan Drawing(s) required by this Checklist shall show the following information (if applicable):

1. _____ Name of the proposed subdivision.
2. _____ Name and address of property owner and applicant.
3. _____ Name, address and telephone number of engineer or land surveyor.

4. _____ Date of plan preparation, with revision date(s) (if any).
5. _____ Graphic scale and true north arrow.
6. _____ Inset locus map at 1" = 2000'
7. _____ Plat and lot number(s) of the land being subdivided.
8. _____ Zoning district(s) of the land being subdivided. (If more than one district, zoning boundary lines must be shown.)
9. _____ Perimeter boundary lines of the subdivision, drawn so as to distinguish them from other property lines.
10. _____ Area of the subdivision parcel(s) and proposed number of buildable lots.
11. _____ Location and dimensions of existing property lines within or forming the perimeter of the subdivision parcel(s).
12. _____ Easements and rights-of-way within or adjacent to the subdivision parcel(s).
13. _____ Location, width and names of existing streets within and immediately adjacent to the subdivision parcel.
14. _____ Names of abutting property owners and property owners immediately across any adjacent streets.

EXISTING RESOURCES AND SITE ANALYSIS MAP

The information required in Section 4-1(O) shall be shown on the Existing Resources and Site Analysis Map(s), and shall be subject to the approval of the Administrative Officer. This information may be based on the information provided at the Pre-application stage of review (Checklist C), with updates as required.

A. Topography and Slopes

15. ___ Existing topography with minimum 10' contour lines.
16. ___ Slope map, with slopes grouped according to three categories based on development suitability: <15%, 15-25%, and over 25%. Steeper slopes should be shown in progressively darker colors or shades of gray.

B. Natural Resource Inventory

17. ___ Location of land unsuitable for development as defined in the Zoning Ordinance, including wetlands , ponds, streams, ditches, drains, special aquatic sites, vernal pools. All wetland locations shall be verified by RIDEM.
18. ___ Vegetative cover on the property, indicating any unfragmented forest tracts.

19. ___ Soils map, indicating any prime farmland soils, and any land in active agricultural use.
20. ___ Geologic formations
21. ___ Ridge lines of existing hills
22. ___ Wellhead protection areas for public or community drinking water wells
23. ___ Groundwater Aquifer Overlay District (Town)
24. ___ 100-year floodplains as shown on federal flood protection maps.
25. ___ State, regional, or community greenways and greenspace priorities.
26. ___ State-designated Natural Heritage Sites (RIDEM)

C. Cultural Resource Inventory

27. ___ Approximate location of man-made features such as roads, structures, outbuildings, roads or trails, and other such features on the parcel.
28. ___ Historically significant sites or structures
29. ___ State or locally-designated historic sites, districts, cemeteries or landscapes.
30. ___ Location of any stone walls within or forming the perimeter of the site
31. ___ Archaeological sites.
32. ___ Scenic road corridors and state-designated scenic areas.
33. ___ Viewshed analysis.

D. Recreational Resource Inventory

34. ___ Existing hiking, biking, and bridle trails within and adjacent to site.
35. ___ Boat launches, lake and stream access points, beaches and water trails.
36. ___ Existing play fields and playgrounds on or adjacent to the site.

E. Utilities and Infrastructure

37. ___ Size and approximate location of public or private water lines.
38. ___ Size and approximate location of public or private sewer lines.
39. ___ Gas service.
40. ___ Electrical service.
41. ___ Telephone, cable, and other communication services.
42. ___ Width and surfacing material of existing road(s) at access points.
43. ___ Existing drainage and drainage structures, such as culverts and pipes, etc.
44. ___ Post Construction Runoff Control Plan including a plan for long term operation and maintenance of structural BMP's

SITE CONTEXT MAP

The Contextual Analysis process is described in detail in Section 4-1 (F) and in the design process Section 4-1 (D), Step 2 of these Regulations. This information may be based on the information provided at the Pre-application stage of review, if a conservation development (Checklist C), with updates as required.

45. ___ Site Context Map

SKETCH PLAN OVERLAY SHEET (Conservation Developments)

The applicant shall present initial proposals for development, using a conceptual sketch plan(s) for development. This information may be based on the information provided at the Informal Concept Review stage (Checklist B), with updates as required.

- 46. ___ Identification of areas proposed for development
- 47. ___ Location of proposed open space areas
- 48. ___ Initial layout of streets
- 49. ___ Land Unsuitable for Development, as defined in the Zoning Ordinance
- 50. ___ Schematic drainage plan

CONVENTIONAL YIELD PLAN (Conservation Developments)

An updated Conventional Yield Plan, as discussed at the Informal Concept stage of review shall be presented for further review by the Planning Board, if required.

- 51. ___ Conventional Yield Plan, if modified from Pre-application review

PROPOSED CONDITIONS MAP(S) (Conventional Subdivisions)

For conventional subdivisions, the applicant shall submit the following information in lieu of a Sketch Plan Overlay Sheet and Conventional Yield Plan:

- 1. _____ Proposed improvements including streets, lots, lot lines, with approximate lot areas and dimensions. Proposed lot lines shall be drawn so as to distinguish them from existing property lines.
- 2. _____ Grading plan in sufficient detail to show proposed contours for all grading proposed for on site construction of drainage facilities and grading upon individual lots if part of proposed subdivision improvements (if applicable).
- 3. _____ Proposed utilities plan, including sewer, water, gas, electric, phone, cable TV, fire alarm, hydrants, utility poles, or other proposed above or underground utilities, as applicable.
- 4. _____ Location, dimension and area of any land proposed to be dedicated to the Town for use as open space, conservation or recreation.
- 5. _____ Base flood elevation data.
- 6. _____ Certification by a Registered Land Surveyor that all interior and perimeter lot lines and street lines of the land being subdivided have been designed to conform to Class I survey requirements and are certified as being correct.

SUPPORTING MATERIALS

1. _____ Administrative (Filing) Fee: _____ Plus No. of Lots _____ x Per/lot Fee
\$25.00 = _____ Total Fee (See Section 9-10)
2. _____ Project Review Fee (if required) (See Section 9-11)
3. _____ Written confirmation that the appropriate North Smithfield Water Authority
has reviewed the plan and is able to provide water service (if proposed).
4. _____ Preliminary Subdivision Suitability Determination by the Department of
Environmental Management for the use of individual sewage disposal systems
(if proposed).
5. _____ Written confirmation that the Sewer Commission has reviewed plans for
proposed sewer service, and indicating whether sewer service is (is not)
available and will (will not) be required.
6. _____ The names and addresses of owners of all properties, agencies or communities
requiring notification as required by these Regulations.
7. _____ Copies of return receipts for certified mail notices (above).
8. _____ Draft copies of all legal documents describing the property, proposed
easements and rights-of-way, dedications, restrictions, or other required legal
documents (specify).
9. _____ Either of the following:
 - _____ a. A letter stating it is the intent of the applicant to complete the required
prior to the Planning Board's endorsement of the final plat; or,
 - _____ b. A letter requesting that security sufficient to cover the cost of required
improvements as provided in Article VI be set by the Planning Board.

Initial amount set by Board _____

Date _____

13. _____

Final written comments on the Preliminary Plan by:

- A. _____ Planning Department Date: _____
 - B. _____ Public Works Department Date: _____
 - C. _____ Sewer Department Date: _____
 - D. _____ Building Inspector Date: _____
 - E. _____ Fire Department Date: _____
 - F. _____ Town Solicitor Date: _____
 - G. _____ Conservation Commission Date: _____
 - H. _____ Police Department Date: _____
 - I. _____ Public Safety Commission Date: _____
 - J. _____ Other (specify) _____ Date: _____
-