

**G. FINAL PLAT CHECKLIST
MINOR LAND DEVELOPMENT PROJECTS AND MINOR SUBDIVISIONS
NO PUBLIC IMPROVEMENTS**

The applicant shall submit to the Administrative Officer copies of final site plans and supporting materials as indicated 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.

A. Plat Plans to be Recorded - Two copies of the final plat drawn on mylar to a scale of 1 inch to 40 feet. The scale may be modified with the permission of the Administrative Officer. In addition, ten (10) blue line or photocopies shall also be submitted. 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.). The following information shall be shown on the plans:

1. _____ Name of the proposed subdivision.
2. _____ Notation that the subdivision is located in the Town of North Smithfield, RI.
3. _____ Name and address of property owner and applicant.
4. _____ Name, address and telephone number of engineer or land surveyor.
5. _____ Date of plan preparation, with revision date(s) (if any).
6. _____ Graphic scale and true north arrow.
7. _____ Inset locus map at 1" = 2,000'
8. _____ Plat and lot number(s) of the land being subdivided.
9. _____ Zoning district(s) of the parcel being subdivided. (If more than one district, zoning boundary lines must be shown.)
10. _____ Perimeter boundary lines of the subdivision, drawn so as to distinguish them from other property lines.
11. _____ Location and dimensions of existing property lines easements and rights-of-way within or immediately adjacent to the parcel being subdivided.
12. _____ Location, width and names of proposed and existing streets within and immediately adjacent to the parcel being subdivided.
13. _____ Names of abutting property owners and property owners immediately across any adjacent streets.
14. _____ Location of proposed permanent bounds.

15. _____ Location of all interior lot lines and street lines with accurate dimensions indicated.
16. _____ Location and number of all proposed lots, with accurate areas indicated.
17. _____ Location and notation of type of proposed easement(s) or existing easement(s) to remain (if any) with accurate dimensions and areas indicated.
18. _____ Notation of special conditions of approval imposed by the Planning Board (if any).
19. _____ Notation of any permits and agreements with state and federal reviewing agencies (if any).
20. _____ 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.

B. Supporting Materials

1. _____ Administrative (Filing) Fee: See Section 8-10.
2. _____ Two original signed copies of all legal documents describing the property including proposed easements and rights-of-way, dedications, restrictions, or other required legal documents.
3. _____ Certification by the Tax Collector that all Town taxes due on the land have been paid to date and that there are no outstanding tax liens on the land.

Specify: _____

4. _____ Written confirmation from the RI Department of Environmental Management pursuant to the RIDEM Rules and Regulations Governing the Enforcement of the Freshwater Wetlands Act, and any subsequent amendments thereto, that plans of the proposed subdivision, including any required off-site construction, have been reviewed and indicating that the Wetlands Act either does not apply to the proposed site alteration or that approval has been granted for the proposed site alteration.
5. _____ In lieu of item 4 above, an affidavit signed by a qualified professional (a wetlands biologist, a Registered Professional Engineer or a Registered Landscape Architect) stating that there are no freshwater wetlands present on or within 200 feet of the property being subdivided.

6. _____ A Physical Alteration Permit (PAP) issued by the State Department of Transportation for any connection to or construction work within a State highway or other right-of-way (if necessary).

7. _____ Rhode Island Pollution Discharge Elimination System RIPDES permit (if required).