

**J. FINAL PLAT CHECKLIST**  
**MAJOR LAND DEVELOPMENTS AND MAJOR SUBDIVISIONS**

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

A. Plat Plans to be Recorded -Two copies of the final plat plan drawn on mylar to a scale of 1"=50'. The scale may be modified with the permission of the Administrative Officer. In addition least ten (10) 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"=2000'
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. \_\_\_\_\_ Phasing schedule (if any).
21. \_\_\_\_\_ 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. Construction Drawings - Ten (10) blue line or photocopies of construction plans drawn to a scale of 1"=50'. The scale may be modified with the permission of the Administrative Officer. Each sheet shall be no larger than 25" 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.).

1. \_\_\_\_\_ Final construction plans as listed in the preliminary plat checklist, including plans of any additional improvements as required by the Planning Board as a condition of approval.
2. \_\_\_\_\_ Certification of a Registered Professional Engineer that the plan is correct.
3. \_\_\_\_\_ For phased projects, as-built drawings for the previous phase.

C. Supporting Materials

1. \_\_\_\_\_ Certificate of the Tax Collector showing that all taxes due on the parcel being subdivided have been paid for a period of two (2) years prior to filing of the final plat and that there are no outstanding municipal liens on the parcel.
2. \_\_\_\_\_ Performance bond or other financial guarantees (if applicable).

3. \_\_\_\_\_ Two original signed copies of all legal documents describing the property creating a Homeowners' Association, proposed easements and rights-of-way, dedications, restrictions, or other required legal documents.

Specify: \_\_\_\_\_  
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4. \_\_\_\_\_ Two signed copies of an irrevocable offer to convey to the Town all public streets and/or other public improvements, accompanied by a metes and bounds description of said areas.
5. \_\_\_\_\_ Deed transferring land proposed for dedication to the Town or other qualified group or agency for open space purposes.
6. \_\_\_\_\_ Yield Plan, if modified from preliminary stage of review

D. Payment of Required Fees - Payment of the following fees or posting of financial guarantees, if required, to be prior to endorsement by the Planning Board and recording of final plans:

1. \_\_\_\_\_ Administrative (Filing) Fee: See Section 9-10.
2. \_\_\_\_\_ Final plat recording fee - Amount \_\_\_\_\_
3. \_\_\_\_\_ Performance bond or other financial guarantees  
 Initial amount \_\_\_\_\_  
 Date set by Planning Board \_\_\_\_\_  
 Date of Expiration of Bond \_\_\_\_\_
4. \_\_\_\_\_ Fees in-lieu-of land dedication - Amount \_\_\_\_\_
5. \_\_\_\_\_ Inspection fee - Amount \_\_\_\_\_
6. \_\_\_\_\_ Maintenance bond for acceptance of public improvements (if applicable)

Amount \_\_\_\_\_  
 Date of Council Acceptance \_\_\_\_\_  
 Description \_\_\_\_\_  
 Date of Expiration of Maintenance Bond \_\_\_\_\_