

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 (2) copies of the final plat plan on mylar, plus three (3) blue-line or photocopies, drawn to a scale of 1"=40'. The scale and number of plans may be modified with the permission of the Administrative Officer. In addition twelve (12) blue-line or photocopies of all plans and supporting materials 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.). All plan sheets and related documents must be provided in portable document format (PDF) files as well. The following information shall be shown on the plans:

1. ___ Name and location 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 and/or land surveyor
5. ___ Date of plan preparation, with revision date(s) (if any)
6. ___ Graphic scale and true north arrow. Legend to explain any graphic representations or symbols on the plan.
7. ___ Inset locus map at 1"=2000' exact or approximate scale so labeled.
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, in heavy shaded line 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 (stamp) by a Registered Land Surveyor that all interior and perimeter lot lines and streets lines of the land being subdivided have been designed to conform to the survey requirements of these Regulations and are certified as being correct

21. ____ Rectangular box showing zoning district(s), dimensional requirements for each district, and the minimum dimensions actually provided.

B. Supporting Materials

1. ____ Administrative (Filing) Fee: Section 8-10

2. ____ Two original signed copies of all legal documents describing the property including propose easements and rights-of-way, dedications, restrictions, or other required legal documents

3. ____ Certification of 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 Regulation 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 our construction work within a State highway or other right-of-way (if necessary)

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