

**MASTER PLAN CHECKLIST #5**  
**MAJOR LAND DEVELOPMENTS AND MAJOR SUBDIVISIONS**

The applicant shall submit to the Administrative Officer at least six (6) blue-line or photocopies of master plan maps required below. The scale of all plans shall be sufficient to clearly show all of the information required and shall be subject to the approval of the Administrative Officer. Plans shall include a certification that all plans and improvements conform to all existing and amended standards of the State of Rhode Island and Providence Plantations, Commission of Registration for Professional Engineers and Board of Registration of Land Surveyors.

At a minimum, the following information shall be provided:

1. Master Plan Drawing(s) - A map or plan of the subdivision parcel showing the following information:
  1. \_\_\_ Name of the proposed subdivision
  2. \_\_\_ Name(s) and address(s) of property owner(s) and applicant(s)
  3. \_\_\_ Name, address and telephone number of person or firm preparing master plan
  4. \_\_\_ Date of plan preparation, with revision date(s) (if any)
  5. \_\_\_ Graphic scale and true north arrow
  6. \_\_\_ Plat and lot number(s) of the land being subdivided
  7. \_\_\_ Zoning district(s) of the land being subdivided. If more than one district, zoning boundary lines must be shown
  8. \_\_\_ Perimeter boundary lines of the subdivision, drawn so as to distinguish them from other property lines
  9. \_\_\_ Area of the subdivision parcel(s) and proposed number of buildable lots, dwellings or other proposed improvements
  10. \_\_\_ Location and dimensions of existing property lines within or adjacent to the subdivision parcel, easements and rights-of-way
  11. \_\_\_ Location, width and names of existing streets within and immediately adjacent to the subdivision parcel
  12. \_\_\_ Names of abutting property owners and property owners immediately across any adjacent streets

13. \_\_\_ Location of wooded areas, open meadows, significant wildlife habitats, treelines, hedgerows and/or stone walls and notation of existing ground cover
14. \_\_\_ Location of wetlands, watercourses or coastal features present on or within 200 feet of the perimeter of the subdivision parcel
15. \_\_\_ Areas of agricultural use, existing or potential (Article II)
16. \_\_\_ Existing topography with minimum contour intervals of two feet
17. \_\_\_ Location and approximate size of existing buildings or significant above-ground structures on or immediately adjacent to the subdivision and proposed buildings or structures within the subdivision
18. \_\_\_ Proposals, if any, for connection with existing water supply and sanitary sewer systems or a notation that wells and OWTS are proposed
19. \_\_\_ Provisions for collecting and discharging stormwater
20. \_\_\_ Location of community landmarks, historic cemeteries, historic structures on or immediately adjacent to the subdivision parcel(s)
21. \_\_\_ Location of scenic views to, from or within the parcel(s)
22. \_\_\_ 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
23. \_\_\_ Base flood elevation data
24. \_\_\_ Location of Open space and use plan

2. Supporting Materials - The applicant shall submit to the Administrative Officer up to twenty (20) copies of a narrative report (actual number of copies to be determined by the Administrative Officer) providing a general description of the existing physical environment and existing use(s) of the property along with a general description of the uses and type of development proposed by the applicant. The narrative report shall include reduced copies of all plans required in No. 1 above plus items 2-7, below:

1. \_\_\_ Filing Fee: - \$300 plus \$50 per acre
2. \_\_\_ An aerial photograph or a blue line copy of an existing aerial photograph of the proposed subdivision parcel and surrounding area.

3. \_\_\_ A copy of the soils map of the subdivision parcel and surrounding area, and a general analysis of soil types and suitability for the development proposed. If any prime agricultural soils are within the subdivision parcel(s) the soils map shall be marked to show the location of said prime agricultural soils
4. \_\_\_ An estimate of the approximate population of the proposed subdivision
5. \_\_\_ Proposed phasing, if any
6. \_\_\_ Site Analysis (see Article XIII, Section G.)
7. \_\_\_ A vicinity map, drawn to a scale of 1"=400' or as necessary to show the area within one-half mile of the subdivision parcel showing the locations of all streets, existing lot lines, and zoning district boundaries. Schools, parks, fire stations and other significant public facilities shall be indicated on the locus map by shading and labelling the specific use.
8. \_\_\_ Initial written comments on the Master Plan from the following agencies:  
(Provided by the Administrative Officer)

Local Agencies

- |                            |             |
|----------------------------|-------------|
| A. ___ Planning Department | Date: _____ |
| B. ___ Town Administrator  | Date: _____ |
| C. ___ Public Works        | Date: _____ |
| E. ___ Building Official   | Date: _____ |
| K. ___ Police Dept.        | Date: _____ |
| L. ___ Fire Dept.          | Date: _____ |
| N. Other (specify) _____   | Date: _____ |
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State agencies

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|---------------------------------|-------------|
| A. ___ Environmental Management | Date: _____ |
| B. ___ Transportation           | Date: _____ |
| C. ___ Coastal Resources        | Date: _____ |
| D. ___ Other (specify) _____    | Date: _____ |
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Federal agencies

A. \_\_\_\_\_ U.S. Army Corps Engineers

Date: \_\_\_\_\_

B. \_\_\_\_\_ FEMA

Date: \_\_\_\_\_