

CHECKLIST # 8 – PRE-APPLICATION AND CONCEPT REVIEW
CONSERVATION DEVELOPMENTS ONLY

Note: This Checklist is to be used only for Conservation Developments.

The submission materials for the Pre-Application Meeting consist of the following maps, at a minimum, which correspond to Steps 1-3 of the Conservation Development design process described in § IV.A.7. The applicant shall submit to the Administrative Officer at least five (5) maps of pre-application maps required below. The scale of all plans shall be as indicated below and shall be sufficient to clearly show all of the information required. The scale may be modified with the permission of Administrative Officer. Plans shall include a certification that all plans and improvements conform to a minimum Class IV standard of the State of Rhode Island and Providence Plantations, Board of Registration for Professional Engineers and Board of Registration of Land Surveyors.

Required information includes the following:

1. Site Base Map (see below)
2. Existing Resources and Site Analysis Map. See § IV.A.14
3. Site Context Map. See § IV.A.7
4. Sketch Plan Overlay Sheet. See § IV.A.6
5. Conventional Yield Plan. See § IV.A.8
6. Filing Fee: \$300 + \$50 per acre

Base Map

The base map shows the principal existing features of the site, including parcel boundaries and ownership, roads, easements, zoning, etc. It shows basic site information, upon which more detailed site analyses and development proposals are drawn. The map should be drawn at a scale sufficient to clearly show all of the information required. At a minimum, the following information shall be provided:

1. _____ Title of subdivision.
2. _____ Name and address of property owner and applicant.

3. _____ Name, address and telephone number of engineer or land surveyor, or other preparer of plan(s).
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. _____ Names of abutting property owners and property owners immediately across any adjacent streets
8. _____ Plat and lot number(s) of the land being subdivided, abutting properties and properties immediately across any adjacent street.
9. _____ Zoning district(s) of the land 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. _____ Area of the subdivision parcel(s) and proposed number of buildable lots.
12. _____ Location and dimensions of existing property lines within or forming the perimeter of the subdivision parcel(s).
13. _____ Easements and rights-of-way within or adjacent to the subdivision parcel(s).
14. _____ Location, width and names of existing roads within and immediately adjacent to the subdivision parcel.
15. _____ Names of abutting property owners and property owners immediately across any adjacent streets
16. _____ Proposals, if any, for connection with existing water supply and sanitary sewer systems or a notation that wells and OWTS are proposed
17. _____ Sheet size 18" x 24"

Existing Resources and Site Analysis Maps

During Site Analysis, information about natural and cultural factors is collected and mapped, creating an objective basis of facts to inform discussions and support fair decisions. In this first step, the focus is on the site itself, its features and capabilities. The Site Analysis process is described in detail in § IV.A.5, Step

1 of these Regulations. The number of Site Analysis maps required will vary with the complexity of each site. The following maps should be prepared as separate overlays, which can be combined in different ways to better understand the interaction of the various site features and resource types.

The information required in § IV.A.12 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 includes the following:

A. Topography and Slopes

1. ___ Existing topography with minimum 10' contour lines.
2. ___ Slope map, with slopes grouped according to three categories based on development suitability: <15%, 15-20%, and over 20%. Steeper slopes should be shown in progressively darker colors or shades of gray.

B. Natural Resource Inventory

Unique features and local priorities for natural resources can be found in the Comprehensive Plan. Smaller parcels in particular may contain only a portion of a resource area or buffer zone, which may be shown more clearly on a separate map showing the site within a larger district or watershed. Subsurface groundwater aquifers and surface water supplies should be indicated in a gradation of blue colors, tones or hatching where the surface water supply reservoir or aquifer is darkest and its watershed or recharge areas are progressively lighter. Farmland and forested land should be shown in light and dark green, respectively, with an indication of underlying soil types with hatching and/or labels. Natural Heritage areas can be shown with an outline around the designated area.

3. ___ Location of land unsuitable for development as defined in the Zoning Ordinance, including wetlands, ponds, streams, ditches, drains, special aquatic sites, vernal pools. Wetland locations do not need to be verified by RIDEM at this stage.
4. ___ Vegetative cover on the property, indicating any unfragmented forest tracts.
5. ___ Soils types, indicating any prime farmland soils, and any land in active agricultural use. See Site Context Map, No. 2, below.

- 6.____ Geologic formations
- 7.____ Ridge lines of existing hills
- 8.____ Wellhead protection areas for public or community drinking water wells
- 9.____ Flood hazard areas (Town)
- 10.____ State, regional, or community greenways and greenspace priorities.
- 11.____ State-designated Natural Heritage Sites (RIDEM)

C. Cultural Resource Inventory

Cultural features identified on the site, such as stone walls, agricultural elements, historic houses and outbuildings, and other landscape features may need to be more carefully surveyed in the field, along with other special features, views, etc. identified during the site visit and pre-application review. This is especially important if these features fall within proposed development areas, and could be incorporated into the proposed development.

- 12.____ Approximate location of man-made features such as roads, structures, outbuildings, roads or trails, and other such features on the parcel.
- 13.____ Historically significant sites or structures
- 14.____ State or locally-designated historic sites, districts, cemeteries or landscapes.
- 15.____ Location of any stone walls within or forming the perimeter of the site
- 16.____ Archaeologically significant sites.
- 17.____ Scenic road corridors and state-designated scenic areas.
- 18.____ Viewshed analysis.

D. Recreational Resource Inventory

Trails identified in pre-application may need to be more carefully surveyed in the field, especially where they cross proposed development areas. Trails should be graphically separated into existing (solid line) and potential (dashed line), and colored differently for hiking, biking, boating, etc.

- 19.____ Existing hiking, biking, and bridle trails within and adjacent to site.

20. ___ Boat launches, lake and stream access points, beaches and water trails.
21. ___ Existing playfields and playgrounds on or adjacent to the site.

E. Utilities and Infrastructure (if available)

Utilities should be shown to the level of detail necessary for planning the most efficient connections to the development, but need not be surveyed in the field. Documentation of capacities of various services should be provided, if applicable.

22. ___ Size and approximate location of water lines, if common wells are proposed.
23. ___ Electrical service.
24. ___ Telephone, cable, and other communication services.
25. ___ Width and surfacing material of existing road(s) at access points.
26. ___ Existing drainage and drainage structures, such as culverts and pipes, etc.

Site Context Map

In Step 2, attention shifts to what's around the site in the larger context of the neighborhood and town. Objective data is collected for natural, cultural and recreational resource systems that surround the site, as well as the social structure and visual character of the neighborhood. The Contextual Analysis process is described in detail in § IV.A.7 and in the design process § IV.A.5, Step 2 of these Regulations. It can include many of the same features and resources mapped for the site analysis, but this time with a focus on the area surrounding the site.

Using most current RIGIS orthophotos, or more recent aerial photography if available, show the area described in § IV.A.7. Outline the parcel boundary. Surrounding parcels, 10' contours, surface waters and wetlands from RIGIS may be overlaid with the photograph if available. Resources which extend over large areas, such as public drinking water supply watersheds, groundwater aquifers, well head protection areas and agricultural districts, may also be shown more effectively at the context scale than on the site analysis maps in Step 1.

A separate soils map of the surrounding area shall be prepared. If present, agricultural land as defined in Article II, and any very poorly drained soils shall

also be shown on the soils map.

1. ____ Site Context Map
2. ____ A copy of the soils map of the subdivision parcel and surrounding area, and 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.

Sketch Plan Overlay Sheet

The site features described above have been documented by the applicant and presented to the Planning Commission. At this point, the applicant can present initial proposals for development. For Conservation Developments, the applicant shall present initial proposals for development, using a conceptual sketch plan(s) for development. The sketch plan(s) may be presented as overlay sheets to be superimposed on top of the base map and existing resources and site analysis maps required above (at the same scale). As an alternative, a separate diagrammatic sketch plan(s) may be presented. Refer to § IV.A.6. At a minimum, the sketch plan(s) shall show the following:

1. ____ Identification of areas proposed for development
2. ____ Location of proposed open space areas
3. ____ Initial layout of streets
4. ____ Land Unsuitable for Development, as defined in the Zoning Ordinance
5. ____ Schematic drainage plan

CONVENTIONAL YIELD PLAN

A Conventional Yield Plan, as discussed in § IV.A.8 shall be drawn to scale to show the maximum number of single family building lots that could be developed on a development parcel, taking into consideration the presence of land unsuitable for development as defined in the Zoning Ordinance.

1. ___ Conventional Yield Plan

supplementary Information

1. ___ Administrative (filing) Fee. See § XI.D

2. ___ Application Form

Conclusions/outcomes from Pre-Application Review

___ Agreement on areas for further investigation, necessary detail of field surveys, etc.

___ Approximate location of natural, cultural and recreational resources and agreement on the Town's priorities for resource protection in the areas of the site.

___ Understanding of resource systems within the site's larger context.

___ Preliminary location of potential conservation and open space areas.

___ Preliminary location of potential development areas.

___ Agreement on type of development (conservation development or conventional development, if applicable).

___ Agreement on initial basic maximum number of units. Refer to § IV.A.8.

___ Other