

MINOR SUBDIVISION CHECKLIST
PRELIMINARY PLAN CHECKLIST

At least eight (8) blue line prints drawn to a scale of no smaller than forty (40) feet to the inch (1"=40') to show at a minimum, the information listed below. Such information may be indicated on more than one plan.

- Name of the Subdivision.
- Name and address of the owner(s) and applicant(s).
- Name, address and signature of land surveyor, with stamp of registration. Certification of survey as required by the Procedural and Technical Standards for the Practice of Land Surveying in the State of Rhode Island.
- North arrow and graphic scale.
- Tax Assessor's designation of land being subdivided.
- Boundary lines of the subdivision.
- Property lines of all lots abutting or across the street from the perimeter of the lot proposed to be subdivided, and the names of the property owners and lot/plat indicated thereon.
- Zoning of all abutting properties.
- The location of existing streets, railroads, rights-of-way, easements, utilities, cemeteries and lot lines.
- Existing and proposed topography at intervals of no greater than two (2) feet.
- Bench Mark from which contours.
- Proposed location and dimension of street rights-of-way, street paving, sidewalks, easements, boundary monuments, lots, lot lines and lot areas.
- Proposed street name(s).
- Base flood elevation line, or floodway encroachment lines, if applicable.
- Location of any significant natural features such as fresh or salt water wetlands, wooded areas, rock outcrops, cultivated land, beaches, etc.
- Location of any existing structures, embankments, stone walls or any other significant physical features which may have an effect upon development of the land, including such features on adjacent land.
- Proposed location, dimension and description of utilities, sanitary sewers, storm water drainage facilities, water lines, fire hydrants, electrical, telephone, street lights, and location/description of proposed trees. Number all manholes and catch basins.
- Lot numbers,
- Parcels of land proposed for dedication to the Town of Middletown, the state of Rhode

Island or other public, quasi-public, non-profit organization or homeowner's association.

- ❑ Location of all percolation test holes, (if applicable) indicated by the letter "P" with test hole numbers.
- ❑ Location of all ground water table determination test holes, (if applicable) indicated by a letter "W" with test hole numbers.
- ❑ Notation of proposed deed restrictions required by the Planning Board.

Supporting Material – Preliminary Plan

- ❑ Application filing fee of \$200 plus \$40 per lot. (see note)
- ❑ Signed letter from owner(s) authorizing subdivision, if applicant is not the owner.
- ❑ If applicable, documentation indicating that the applicant company exists and is in good standing with the State of Rhode Island.
- ❑ Overall Plan of Development for any remaining part of the land being subdivided, as required by Section 509 -.
- ❑ Stormwater Management Plan, as required by Section 516 -.
- ❑ Written confirmation from appropriate utility companies that they have reviewed and approve proposed plans for installation of water, electric, telephone, gas or other utilities, as may be proposed.
- ❑ Preliminary certification from R.I. Department of Environmental Management as to the suitability of the subsoil and adequacy of percolation and water table tests for the use of individual sewage disposal systems, if such are planned.
- ❑ Detailed profiles of all proposed roads, stormwater and sanitary sewers, if such are planned, with description of types.
- ❑ Certification of the Tax Collector that all taxes due, on the land to be subdivided, have been paid for the period of five (5) years preceding the date of preliminary plan filing, and that there are no outstanding tax liens, thereon.
- ❑ Names and addresses of all owners of abutting land or land across any street from the perimeter of the property to be subdivided, as determined from the most recent Tax Assessor's records. Submitted on abutters list form. (Page A-16)
- ❑ Fees paid for soil erosion and sedimentation and site plan reviews associated with drainage plan evaluation.
- ❑ Plan for land for the subdivision drawn at the same scale as the Tax Plat on which the subdivision is located.
- ❑ Comments/recommendations from the Public Works Director, Chiefs of the Fire and Police Departments and other town officials, as appropriate.

Additional Information – Conservation Development

- ❑ Streams and water bodies.

- ❑ Wetland lines with regulated setbacks, including areas within 200 ft of the parcel.
- ❑ Existing topographic contours at intervals of two feet in elevation.
- ❑ Boundaries of wooded areas with notation of species of existing vegetation.
- ❑ Large trees (18" dbh or larger), shrubs or other unique vegetation.
- ❑ Prime Farmland Soils and areas in active or recent agricultural use, with notation of use and condition.
- ❑ Location and approximate dimensions of roads on or immediately adjacent to the subdivision.
- ❑ Location and dimension of all existing utilities within the subdivision, and in roads or on parcels abutting the subdivision.
- ❑ Location of any unique natural and/or historic features, including stonewalls, cemeteries, and archaeological sites.
- ❑ Base flood elevation data and floodplain lines.

Notation on plan if the subdivision is located within or contains any of the following areas: Natural Heritage Areas; Watershed Protection District; groundwater aquifers, recharge areas and wellhead protection areas; state regional or local greenways and greenspace priorities.

Open Space Use Plan.

- ❑ General location and area of all proposed open space
- ❑ General proposed use(s) of the open space
- ❑ Existing topography and existing ground cover of open space areas;
- ❑ Location and nature of any existing buildings, structures, stone walls or other unique natural and/or historic features;
- ❑ Areas of open space from which existing vegetation will be removed or altered and areas which are proposed to be disturbed or otherwise graded, excavated or altered from their existing natural state;
- ❑ Generalized proposals for the regrading, revegetating and/or landscaping of proposed disturbed areas;
- ❑ Location and nature of any proposed buildings, structures, parking areas or roadways, impervious areas recreation areas and,
- ❑ Areas proposed to be left in their existing natural states without any disturbance.

NOTE: If Preliminary and Final reviews are to be combined, the filing fee for both reviews is required.