

Application # _____

Town of Gloucester
Town Hall, 1145 Putnam Pike
Chepachet, Rhode Island 02814

Preliminary Plan Application for
Land Developments and Subdivisions
Major Subdivision

This application and all other required materials must be completed in full prior to being submitted to the Administrative Officer for review. The application and accompanying materials shall be certified as complete or incomplete within 60 days after the submission date. Please refer to the attached checklist for additional materials required for submission with the application.

Date: _____ Application Fee: Preliminary Plan \$200 + \$20 per lot
Master Plan combined with Preliminary Plan \$300 + 20 per lot

Applicant(s) Name _____

Address _____ Phone Number _____

Parcel Owner(s) (1) _____ Phone Number _____

(2) _____

Mailing Address (1) _____

(2) _____

Assessors Map # _____ Existing lot (s) # _____

Location of Parcel(s) (Street, pole number, address) _____

Total Area of parcel(s) to be included for consideration _____

Total # of new lots _____

Existing Zoning District(s) of the parcel(s) _____

Total number of dwelling units proposed _____

I/We, the undersigned, do swear that all information given above is, to the best of my/our knowledge, accurate and complete. Additionally, I/We, the undersigned, accept full responsibility for the accuracy and completeness of the required information pursuant to the Land Development and Subdivision Regulations. All owners of record must sign the application.

Applicants Signature (if different from owner) _____ Date: _____

Signature of Owner(s) (1) _____ Date: _____

(2) _____ Date: _____

Owner's Agent/ Attorney _____ Date: _____

Surveyor _____ Date: _____

OFFICE USE ONLY:

Date of receipt _____ Received by _____

Date certified complete _____ Certified by _____

Fee acceptance date _____ amount _____ Accepted by _____

Technical Review Committee Action; Date _____

APPROVE _____ REJECT _____ REFERRED to Planning Board _____

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300 Attachment 9

**Town of Gloucester
Checklist I: Preliminary Plat Checklist Major Land
Development Projects and Major Subdivisions**

Preliminary plat map(s). The applicant shall submit to the Administrative Officer at least 10 blue-line or photocopies of all preliminary site plans drawn to a scale of one inch to 40 feet. The scale may be modified with the permission of the Administrative Officer. Each sheet shall be no larger than 24 inches by 36 inches, 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.). Plans shall include a certification that all plans and improvements conform to Class I standards of the State of Rhode Island and Providence Plantations, Board of Registration for Professional Engineers and Board of Registration of Land Surveyors.

The following information shall be presented in the form of a written narrative report, supplemented as necessary with drawings, sketches or plans to convey intent. The narrative report shall include reduced sets of all drawings and plans required below on sheets of 11 inches by 17 inches. Initially, the applicant shall submit to the Administrative Officer at least 10 blue line or photocopies of preliminary plan maps required below. The number of reduced copies of plans and narrative reports shall be determined by the Administrative Officer, based upon the required distribution to the Planning Board, and other agencies listed in Supporting Materials, below.

A. Base Map

The information below should appear on all sheets:

1. _____ Name of the proposed subdivision, including phase number, if applicable.
2. _____ Name and address of property owner and applicant.
3. _____ Name, address, and telephone number of engineer, land surveyor, and landscape architect.
4. _____ Date of plan preparation, with revision dates.
5. _____ Graphic scale and true North arrow.
6. _____ Inset locus map.
7. _____ Plat and lot numbers(s) of the land being subdivided or developed.
8. _____ Names of abutting property owners and property owners immediately across any adjacent streets, with plat/lot numbers.
9. _____ Boundary lines of the parcel, with dimensions and bearings, drawn so as to distinguish them from other property lines.

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10. _____ Zoning district(s) of the land being subdivided or developed. If more than one district, zoning boundary lines must be shown.
11. _____ Certification by a registered land surveyor that a perimeter survey of the land being subdivided has been performed and conforms to the survey requirements to the survey requirements of these Regulations.
12. _____ Location of public or private rights-of-way and/or easements within or adjacent to the subdivision parcel.
13. _____ Area of the parcel(s) being developed and proposed number of buildable lots, dwellings or other proposed improvements.
14. _____ Location, width and names of existing streets within and immediately adjacent to the parcel being subdivided.
15. _____ Location of any land unsuitable for development. If freshwater wetlands are present, show location of associated perimeter wetlands.

B. Proposed Design Conditions Plan(s):

1. _____ Proposed improvements, including streets, sidewalks, trails, or bike paths, lots, lot lines, with approximate lot areas and dimensions shown. Proposed lot lines shall be drawn so as to distinguish them from existing property lines. [Existing property lines shown as solid, easements and rights-of-way. Property lines to be eliminated or revised shown as broken lines. Proposed property lines (new) to be shown as heavy solid lines.]
2. _____ Grading plan showing existing and proposed contours at two-foot intervals for all grading proposed for on- and off-site construction, streets, drainage facilities, and grading on individual lots if part of the proposed subdivision improvement.
3. _____ Stormwater management plan and drainage calculations prepared by a registered professional engineer. The stormwater management plan should emphasize infiltration and the low-impact design, and how the selected management techniques will be operated and maintained during and after construction.
4. _____ Utilities plan, including sewer, water, gas, electric, phone, cable TV, fire alarm, hydrants, utility poles, or other proposed above or underground utilities as applicable.
5. _____ Landscaping plan, prepared by a landscape architect registered in the State of Rhode Island, to show all significant proposed clearing of land, removal of existing vegetation, revegetation and/or landscaping on street right-of-way and upon individual lots, if part of proposed subdivision improvements. Include proposed street tree plantings, with species and size indicated. All proposed plantings should

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use only non-invasive plants. (See URI Cooperative Extension's "Sustainable Plant List".)

6. _____ Location, dimension and area of any land proposed to be set aside as open space (if required).
7. _____ Limit of disturbance line/limit of clearing, with method of tree protection, if applicable.
8. _____ Location of proposed stump dumps.
9. _____ Soil erosion and sediment control plan, including inspection and maintenance provisions.
10. _____ Construction plans for access road(s) or routes(s), temporary parking and storage areas, location of construction trailers, and stockpiles of soil, stone, or waste materials.
11. _____ Proposed street plans and profiles drawn at a scale of one inch equals 40 feet horizontal and one inch to four feet vertical.
12. _____ Proposed street cross section(s) with location of utilities indicated.
13. _____ Proposed street names.
14. _____ Other(s).

C. Supporting Materials

1. _____ Administrative (filing) fee, plus required mailing and advertising expenses.
2. _____ Written confirmation from the RI Department of Environmental Management pursuant to the RIDEM Rules and Regulations 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 the approval has been granted for the proposed site alteration.
3. _____ A Physical Alteration Permit (PAP) issued by the State Department of Transportation for any connection to or construction work within a state highway or other right-of-way (if necessary).
4. _____ Preliminary subdivision suitability determination by the Department of Environmental Management for the use of individual sewage disposal systems.
5. _____ The names and addresses of owners of all properties, agencies or communities requiring notification as required by these Regulations.

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6. _____ Draft copies of all legal documents describing the property, proposed easements and rights-of-way, dedications, restrictions, or other required legal documents (specify).
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7. _____ Either of the following:

_____ a. A letter stating it is the intent of the applicant to complete the required improvements prior to the Planning Board's endorsement of the final plat; or

_____ b. A letter requesting that security sufficient to cover the cost of required improvements as provided in § 300-32 be set by the Planning Board.

Initial amount set by Board _____

Date _____

8. _____ Final written comments on the preliminary plan from the following officials and agencies (to be provided by the Administrative Officer):

- | | | |
|----------|-------------------------|-------------|
| A. _____ | Planning Department | Date: _____ |
| B. _____ | Public Works Department | Date: _____ |
| C. _____ | Building Official | Date: _____ |
| D. _____ | Fire District | Date: _____ |
| E. _____ | Town Solicitor | Date: _____ |
| F. _____ | Conservation Commission | Date: _____ |
| G. _____ | Police Department | Date: _____ |
| H. _____ | Other (specify) _____ | Date: _____ |

9. _____ Open space use and management plan, including standards and methods, specific responsibilities, and funding sources. For conservation developments, see § 300-35I(1) through (5); not required for conventional subdivisions.

10. _____ Yield plan, if modified from the master plan stage of review. Not required for conventional subdivisions.