TIVERTON PLANNING BOARD
CHECKLIST FOR MAJOR LAND DEVELOPMENT / MAJOR SUBDIVISION
MASTER PLAN

This checklist is furnished by the Planning Board to assist in the application for approval of a Major Land Development or Subdivision Master Plan. It does not relieve the applicant of the responsibility to review and comply with all applicable regulations in the Tiverton Town Code.

12- 24 x 36 inch set of plans
12- Paper copies of all supporting items (or as directed by the Administrative Officer)
Electronic set of plans and all supporting items

_____ Application Cover Sheet, Attachment 11
_____ Current filing fee: $__________
_____ Current escrow: $__________
_____ A notarized letter from the property owner(s) stating that the applicant has been granted the authority to proceed with the application with the owner(s) permission and consent.

Master plans, stamped and signed by a Professional Land Surveyor and/or licensed Professional Engineer in the State of Rhode Island, of the subject parcel showing the following information (“NA” if Not Applicable and explain reason for exemption):

EXISTING CONDITIONS

1. _____ A general location map showing the relationship of the parcel to the area within a half-mile radius; provide an aerial photograph or satellite image clearly depicting the subject parcel

2. _____ Name of the proposed development or subdivision indicated in the Title Block

3. _____ Name and address of the property owner(s) and applicant(s)

4. _____ Copy of the Deed/Title to the subject parcel, if requested

5. _____ Name, address and telephone number of the engineer and/or land surveyor

6. _____ Assessors Plat and Lot number(s) of the parcel being developed or subdivided

7. _____ Date of plan preparation, with all revision date(s)

8. _____ Relevant references to deeds and recorded plans
9. _____ Purpose statement

10. _____ True north arrow, and graphic scale (minimum of 1 inch = 100 feet)

11. _____ Names, addresses and Plat/Lot identified of abutting property owners within 200’ of the subject parcel

12. _____ Names and addresses of all property owners, adjoining communities or agencies requiring notification under these regulations

13. _____ Plan legend depicting/explaining all symbols

14. _____ Class I survey, stamped and signed by a Professional Land Surveyor, include at least one (1) boundary Geo-reference point

15. _____ Location of existing and proposed permanent boundary markers

16. _____ Zoning District(s) of the parcel being developed or subdivided, with zoning boundary lines shown if there is more than one district

17. _____ District Dimensional Regulations of the subject parcel

18. _____ Density calculations based upon the exclusion of unsuitable land from the total land area of the subject parcel, include the total acreage, the acreage of unsuitable land and the resulting total number of units allowed by right

19. _____ Dimensions and total area of the subject parcel, and location and dimensions of existing property lines, type of easements and rights-of-way within or adjacent to the subject parcel

20. _____ Location and description of all items included in the Site Analysis as required in Section 23-52 of the Regulations, Attachment 3

21. _____ Location, width, classification and names of existing public, private and paper streets within and adjacent to the subject parcel

22. _____ Location and approximate size of all existing buildings or significant above ground structures, include stone walls on the subject parcel

23. _____ Location and dimensions of all existing utilities within or adjacent to the subject parcel; include gas, electric, water/wells, sewer/OWTS and stormwater drainage facilities

24. _____ Location of any unique and/or historic features, within or adjacent to the subject parcel, include historic cemeteries and access
PROPOSED

25. ______ A narrative statement regarding the potential impact of the proposed development on the neighborhood and the town, include an estimate of the population of the proposed development and an estimate of the number of school-aged children

26. ______ Written comments from the ad hoc Technical Review Committee (provided by the Administrative Officer), if requested

27. ______ Written reports/comments from adjoining communities or agencies requiring notification (provided by the Administrative Officer)

28. ______ Comprehensive Permit Supplement for Low and Moderate Income Housing, Attachment 14

29. ______ Determination letter from the Building/Zoning Official prior to Master Plan approval

30. ______ Provide a narrative description if a waiver is requested prior to Master Plan approval

31. ______ Determination letter from the Building Official or designee prior to Master Plan approval if a Soil Erosion Sediment Control Plan is required; Chapter 65-Tiverton Code of Ordinances

32. ______ An Environmental Review Statement (ERS), in accordance with Article VIII of the Tiverton Zoning Ordinance, if the proposed development lies within a Primary Watershed Protection Overlay District, Attachment 13

33. ______ An ERS Advisory letter of review from the Tiverton Conservation Commission prior to Planning Board review if the parcel lies within a Primary Watershed Protection Overlay District

34. ______ Copy of an application for an Assent Agreement from the RI Coastal Resources Management Council (CRMC) of the proposed development, including any required off-site construction, prior to Master Plan approval if the subject parcel is within CRMC regulatory jurisdiction

35. ______ Written confirmation from the RIDEM OWTS Section prior to Master Plan approval for subdivision Soil Suitability

36. ______ Written report of Phase I Environmental Site Assessment and Phase II, if indicated

37. ______ Determination letter from the applicable water authority prior to Master Plan approval that it is able to provide water service connection with adequate volume and pressure to the subject parcel, and does not create a negative impact to other users of the system

38. ______ Determination letter from the Fire Department prior to Master Plan approval that the proposed water service has adequate volume and pressure to ensure public safety
39. ____ Determination letter from the Director of Public Works or designee prior to Master Plan approval that the proposed Master Plan meets town standards for stormwater control design and street design

40. ____ Written confirmation from the Tiverton Wastewater District prior to Master Plan approval that it is able to provide the connection for the proposed development

41. ____ Determination letter from the Director of Public Works prior to Master Plan approval that for any connection to a town road or other right-of-way required is approvable

42. ____ Proposed measures to minimize the impacts to natural topography of the site; see RI Low Impact Development (LID) Site Planning & Design Guidance Manual

43. ____ Proposed lot(s) with dimensions and areas, include all interior lot lines, building setback lines and street lines with dimensions indicated, and drawn so as to distinguish them from existing lot lines

44. ____ Proposed structures and all accessory structures with dimensions or area indicated for a residential subdivision and total lot coverage

45. ____ Proposed structure(s) and other site improvements with dimensions or area indicated for a multi-family, commercial or industrial development and total lot coverage

46. ____ Renderings, elevations or photographs as may be needed to illustrate the visual impact of a proposed multi-family, commercial or industrial development, see Design Standards

47. ____ Proposed grading plan in sufficient detail to show contours for all on and off-site street construction, drainage facilities and individual house lots

48. ____ Proposed drainage plan, include a profile, the extension of existing stormwater lines and the addition of on-site drainage facilities

49. ____ Proposed streets or street extensions, classification and dimensions

50. ____ Locations, descriptions and dimensions of proposed pedestrian facilities (sidewalks, footpaths, bike paths and trails)

51. ____ A traffic study prepared by a traffic engineer regarding the potential impact of the proposed development on neighboring properties and roads prior to Master Plan approval; include all means of vehicular access to and from the site onto public streets showing driveways, curb cuts, radii, parking as well as other offsite traffic improvements necessary to ensure public safety and convenience

52. ____ Location and dimensions of proposed easements and rights-of-way within the subject parcel
53. _____ Location, dimensions and area of any land proposed to be set aside as open space or to be conveyed to the Town of Tiverton for public purposes

54. _____ Proposed utilities plan, include the extension and location of gas, electric, water/wells, sewer/OWTS, or other proposed utilities. Streetlights shall be reviewed and approved in accordance with Section 23-58(b)

55. _____ Proposed landscaping and maintenance plan by a Rhode Island Registered Landscape Architect

56. _____ Proposed project phasing schedule

The Planning Board reserves the right to request an independent peer review(s) of submitted documents and/or professional analysis if it determines additional information is required to reach an informed decision. The cost of any additional reviews must be agreed to and paid for by the applicant.

This application is deemed complete for the purpose of commencing the applicable time period for action. The Administrative Officer and/or Planning Board may subsequently require correction of any information found to be in error. Submission of additional information specific in the Regulations but not required by the Administrative Officer prior to certification may be necessary to make Findings of Fact and an informed decision.

This application is being filed for the purpose of being placed on the Planning Board agenda for review. All information in this application is complete and accurate to the best of my knowledge. I hereby authorize duly appointed members of the Tiverton Planning Board and Tiverton Conservation Commission to enter and inspect the property at reasonable times during the review and approval process for the purpose of ensuring compliance with the Land Development and Subdivision Review Regulations and with other applicable portions of the Town Code.

___________________________________  _________________
Signature of Applicant                        Date

___________________________________
Print Name

___________________________________
Signature of Professional Land Surveyor/Engineer  Registration No.  Date

___________________________________
Print Name

Major Subdivision/Major Land Development
Master Plan Checklist
Initial written comments on the Master Plan (provided by the Administrative Officer) from the following, as appropriate:

**MUNICIPAL DEPARTMENTS**

<table>
<thead>
<tr>
<th>Plans Submitted to:</th>
<th>Comments Received/Date</th>
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<tbody>
<tr>
<td>A. _____ Public Works</td>
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<td>B. _____ Zoning Official</td>
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<td>C. _____ Building Official</td>
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<td>D. _____ Fire Department</td>
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<td>E. _____ Police Department</td>
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<td>F. _____ Conservation Commission</td>
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<td>G. _____ Applicable Water Authority</td>
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<td>H. _____ Tiverton Wastewater District</td>
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<td>I. _____ School Department</td>
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<td>J. _____ Town Solicitor</td>
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<td>K. _____ Town Administrator</td>
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<td>L. _____ Other (specify)</td>
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**STATE AGENCIES**

| A. _____ RIDEM                     |                        |
| B. _____ CRMC                      |                        |
| C. _____ RIDOT                     |                        |
| D. _____ Other (specify)           |                        |