

APPLICATION FOR SUBDIVISION OF LAND

1. Type: PreApplication ___ Master Plan ___ Preliminary Plan ___ Final Plan ___
2. Date of Application: _____
3. Assessor's Plat No(s). _____ Lot No(s). _____
4. Name of Proposed Subdivision: * _____
5. Applicant's Name: _____
Address: _____

Telephone: _____ Fax: _____
6. Owner's Name: _____
Address: _____

Telephone: _____ Fax: _____
7. Applicant's Engineer/Surveyor: _____
Address: _____

Telephone: _____ Fax: _____
8. Frontage Road(s): _____
9. Current Zoning of Property: _____
10. Zoning Board Approvals required: Variance _____ Special Use Permit _____
Explain: _____
11. Comprehensive Plan Amendment (Yes) (No) and/or Zone Change (Yes) (No) required.
Explain: _____
12. Type Subdivision (Standard) (Cluster) (Compound).
13. Major Subdivision, >5 lots, (Yes) (No) or Minor Subdivision, 5 or less lots, (Yes) (No).
14. Requested waivers from Subdivision & Development Regulations (Yes) (No), If yes,
Explain: _____
15. Type Development: (Residential) (Commercial) (Industrial).
16. Total Area of Subdivision in acres: _____ Number of proposed lots: _____
17. Application Fee: _____
18. Area of subdivision in a development limitation district(s) _____;
Explain: _____
19. Minimum lot size required by zoning _____; Proposed _____
20. Location of Nearest Town Water Service _____
21. Location of Nearest Sanitary Sewer Service _____
22. Topography (Describe): _____
23. Wetlands (Describe): _____
24. Has applicant built other subdivisions in North Kingstown (Y) (N) or RI (Y) (N)? If
Yes, location and name of subdivision _____
- Signature of Applicant: _____ Date: _____
- Signature of Owner: _____ Date: _____

*Must be checked against Land Evidence Records prior to submission to prevent duplication.

C. MINOR PRELIMINARY PLAN CHECKLIST
MINOR LAND DEVELOPMENT PROJECTS AND MINOR SUBDIVISIONS

The applicant shall submit to the Administrative Officer at least eight (8) blue or blackline copies of the preliminary site plans required below. In addition, twelve (12) reduced sets of all plans on 11" x 17" sheets shall be submitted. 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 also be submitted on CD in AutoCAD .dwg, GIS shapefile or .dxf file format and as a PDF.

At a minimum, the following information shall be provided:

Drafting Standards

Unless otherwise indicated, plans shall be drawn at the following scales: (a) record plan, not smaller than 1" = 100'; (b) site plan, not smaller than 1" = 100'; construction plans at a scale not smaller than 1" = 50' with street plan and profile, not smaller than horizontal 1" = 50' and vertical 1" = 5'. 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.).

All sheets must contain the following basic information:

1. ___ Plan title block with proposed name of the development; name(s) and address(es) of applicant(s); owner(s), and designer(s) of the plan; date prepared; revision box to identify all changes from previous submissions; plat and lot number(s) of the land being subdivided or developed
2. ___ Graphic scale and true north arrow
3. ___ Inset locus map at 1"=2000'
4. ___ Zoning district(s) of the land being subdivided or developed. If more than one district, zoning boundary lines must be shown
5. ___ Perimeter boundary lines of the subdivision or development, drawn so as to distinguish them from other property lines
6. ___ Area of the parcel(s) being developed, and proposed number of buildable lots, dwellings or other proposed improvements
7. ___ Location and dimensions of existing property lines within or adjacent to the parcel(s) being subdivided or developed

Preliminary Plan Checklist - Minor Land Development Projects and Minor Subdivisions

8. ___ Easements and rights-of-way within or adjacent to the parcel(s)
9. ___ Location, width and names of existing streets within and immediately adjacent to the parcel(s) being developed
10. ___ Names of abutting property owners and property owners immediately across any adjacent streets, with plat and lot numbers also indicated
11. ___ Notation on plan if the parcel(s) being developed are located within any of the following areas:
- | | |
|------------------------------------|---|
| ___ Natural Heritage Areas (RIDEM) | ___ Narrow River Special Area Management Plan |
| ___ Zoning Overlay Districts | ___ Groundwater Recharge Areas |
| ___ Wellhead protection Areas | ___ FEMA Flood Plain |

Preliminary Plan Application Checklist

- A. ___ Site Context Map – See Section 13.6
- B. ___ Existing Resources and Site Analysis Map. See Section 13.17
- C. ___ Sketch Plan Overlay Sheet. As an overlay to the Existing Resources and Site Analysis Map, the following features shall be shown so as to demonstrate to the Planning Commission that the design process provided in Section 13.4 was followed:
1. Schematic layout indicating a general concept for land conservation and development
 2. Proposed open space areas
 3. Proposed location of buildings and major structures, parking areas, and recreational facilities. (Not required of developments involving only single household dwellings)
 4. Proposed general street layout
 5. Proposed lot lines, with approximate lot areas and dimensions. Proposed lot lines shall be drawn so as to distinguish them from existing property lines
 6. General description of proposed method of water supply, sewage disposal, and stormwater management
 7. Description of pedestrian facilities (sidewalks, footpaths, trails)
 8. Land proposed for dedication to the Town

Preliminary Plan Checklist - Minor Land Development Projects and Minor Subdivisions

D. ___ Supplementary Information

1. ___ Yield Plan, modified from pre-application review (if necessary)
2. ___ Preliminary grading plan in sufficient detail to show proposed contours for all grading proposed for on and off-site street construction, drainage facilities and grading upon individual lots if part of proposed subdivision improvements (if applicable)
3. ___ Proposed drainage plan and drainage calculations prepared by a Registered Professional Engineer, if required.
4. ___ Proposed 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. ___ Location, dimension and area of any land proposed to be set aside as open space
6. ___ Statement identifying any waivers from development standards, zoning variances or special use permits required or requested.
7. ___ Base flood elevation data
8. ___ Certification by a Professional Land Surveyor that a perimeter survey of the land being subdivided has been performed and conforms to the survey requirements to a minimum of a Class I Survey
9. ___ Open space use and management plan. See Section 13.12.g
10. ___ Density calculation based on land suitable for development

E. ___ Supporting Materials

1. ___ Administrative Fee: - See Section 11.4.4.c
2. ___ Project Review Fee. See Section 11.4.5
3. ___ Written statement from the North Kingstown Water Department that town water is available to the development with sufficient volume and pressure to meet fire flow requirements, based on water system model if required by the Water Department and that the Town Council has granted permission for water line extension.

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4. ___ If Individual Sewage Disposal Systems are proposed, confirmation from the State Department of Environmental Management that the soils are adequate for the use of ISDS. Either of the following:

___ Preliminary Subdivision Suitability Report No. _____
(3-5 lots)

___ Water table verification No. _____
(2 lots)

5. ___ The names and addresses of all property owners, agencies or communities requiring notification as required by these Regulations (*required only if a street extension or creation is involved*)

___ Notification Required ___ Notification Not Required

6. ___ Copies of return receipts for certified mail notices (*if required in No. 5, above*)
7. ___ Proposed arrangements for completion of the required public improvements, including construction schedule and financial guarantees. See Article 7.0
8. ___ Completed application form signed by the applicant and the property owner
9. ___ Certificate of the tax collector that all taxes due on the land were paid for a period of five years prior to filing of the application.
10. ___ Such other information as may be required by the Department of Planning and Development or by the Planning Commission.