

Town of Coventry - Subdivision and Land Development Regulations CHECKLIST: MAJOR LAND DEVELOPMENTS & MAJOR SUBDIVISIONS - FINAL

Preparer:	Assessors Plat: Lot:
Phone Number:	Name of Project:
Email and Fax Number:	

**A copy of all plans shall be submitted in digital format (PDF)

Please refer to the Submission Requirements for Minor/Major Subdivision and Land Development Projects for support in completing your application. For cluster developments, refer to the separate checklist for Cluster Development Final Submissions rather than the Final Submission category on this checklist.

<u>All plans</u> required by this Checklist shall show the following information (if applicable). If any checklist item appears to be inapplicable, please explain in the space provided after the checklist.

С	App Code	ELEMENT REQUIRED	LOCATION (PAGE #)	REVIEW CODE
		A. EXISTING CONDITIONS PLAN INFORMATION		
		Name of the proposed subdivision		
		Name, address and telephone of property owner (s), applicant(s) and legal counsel.		
		Name, address and telephone number of preparer		
		Date of plan preparation, with revision date(s) (if any)		
		Graphic scale (approximately $1" = 40'$), true north arrow		
		Map legend (items displayed on all maps/plans shall be symbolized in a legend)		
		Plat and lot number(s) of the land being subdivided		
		Name, address, phone & stamp of Registered Engineer or Land Surveyor responsible for the plans		
		Acreage of parcel to the nearest hundredth acre		
		Zoning district(s) and fire district(s) of the land being subdivided. If more than one district, zoning boundary lines and fire district lines must be shown		
		Perimeter boundary lines of the subdivision or phase, drawn to distinguish them from other property lines		
		Location and dimensions of existing property lines within or adjacent to the subdivision parcel, including easements, driveways, and rights-of-way		
		Location, width and names of existing streets, existing street ties		
		(Location where existing streets meet proposed subdivision street.)		
		curb cuts, sidewalks, curve data within and immediately adjacent to		
		the subdivision parcel Location of existing wooded areas, notation of existing ground cover, any trees over 50 years old		
		Location of any unique natural or manmade and/or historic features, including stone walls, rock outcroppings, embankments and retaining walls, and existing structures listed on the National Historic Register		
		Location of wetlands or watercourses on site and within 200 feet of the perimeter of the subdivision parcel		
		Location and elevation of 100 year flood plain		
		Areas of existing agricultural use (if any)		
		Location and approximate size of existing buildings or significant above-ground structures on or immediately adjacent to the subdivision		
		Location of historic cemeteries within or immediately adjacent to the subdivision (if any) If any, approval by the Town Council of a proposal for perpetual care of cemeteries on the lot		
		Location and dimensions of all existing utilities within and immediately adjacent to the subdivision, including: sewer phone, cable, TV gas water fire alarm, hydrants above and underground		
		water storage tanks electricutility polesstormwater drainage facilities other proposed above or underground utilities		
		Notation on plan if the subdivision parcel(s) are located within any of the following areas:		

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		Natural Heritage Areas (RIDEM) Historic Districts (Town)		
		Groundwater Protection Area (RIDEM)		
		C. PROPOSED CONDITIONS PLAN(s)		
		Name of the proposed subdivision Name, address and telephone of property owner (s), applicant(s)		
		and legal counsel.		
		Name, address and telephone number of preparer		
		Date of plan preparation, with revision date(s) (if any)		
		Graphic scale (approximately 1" = 40'), true north arrow		
		Map legend (items displayed on all maps/plans shall be symbolized in a legend)		
		Plat and lot number(s) of the land being subdivided		
		Name, address, phone & stamp of Registered Engineer or Land		
		Surveyor responsible for the plans		
		A zoning data table indicating Required and Proposed zoning as well as calculations necessary to determine conformance to zoning		
		regulations. Land suitable and unsuitable for development		
		breakdown (see Article III of the Subdivision Rules and Regulations), setbacks, frontage, building height, lot coverage, parking		
		requirements etc. shall be included in this table		
		Area of the subdivision parcel and proposed number of buildable		
		lots, dwellings or other proposed improvements. Indicate accurate acreage for all proposed lots		
<u> </u>		Proposed location of proposed permanent bounds and corner		
		markers if applicable		
		Existing street ties (location where existing streets meet proposed subdivision street)		
		Proposed location, if any, for connection with existing water supply,		
		storm water and sanitary sewer systems or a notation that wells and		
		ISDS are proposed Cross sections and location of proposed sewers, notation as to type		
		of sewer installation (i.e. gravity vs. forced main) if applicable		
		Proposed improvements including streets, lots, lot lines setback		
		lines and curb cuts, with lot areas and dimensions. Proposed lot lines shall be drawn so as to distinguish them from existing property		
		lines		
		Proposed construction access road(s) or route(s)		
		Proposed total linear footage of sidewalks, driveways, bike paths, curbs and streets measured at centerline. Indicate driveway material		
		proposed		
		Location and notation of type of proposed easement(s) or existing		
		easement(s) to remain (if any) with accurate dimensions and areas indicated		
		Grading plan to show proposed contours at two (2) foot intervals for		
		all grading proposed for on and off-site street construction, drainage facilities and grading upon individual lots if part of proposed		
		subdivision improvements		
		Provisions for collecting and discharging stormwater		
		Location and dimensions of all proposed utilities within and		
		immediately adjacent to the subdivision, including: sewerphone, cable, TVgas		
		waterfire alarm, hydrantsabove and underground		
		water storage tanks (approved by fire district)		
		electricutility polesstormwater drainage		
		facilitiesother proposed above or underground utilities		
		Plans approved by the Fire Marshall for the applicable Fire District.		
		Designated trash collection area(s)		
		Bicycle parking provisions (racks and spaces provided), if required by the Planning Commission		
		Proposed location and total number of catch basins and manholes		
		Proposed location and total length by size of all water pipes and		
		laterals		
<u> </u>		Proposed location and total length by size of all drain pipes Proposed location, number and species of street trees (as required		
		by these regulations)		
		Location and areas of land to be set aside for recreation, schools or		
		which is not suitable for development due to soil and/or other constraints		
	ļ	Open Space Plan (residential cluster developments or residential		
		compounds) including proposed location, dimension and area of any		

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		land proposed to be set aside as open space or dedicated to the		
		town (or fees in lieu of land). This plan shall also contain a proposed maintenance element		
		Location of proposed shopping facilities (if any)		
		Detailed Building Elevations for each façade		
		Identify building elevations for each façade		
		Identify façade orientation		
		Dimensions of façade elements, including height and width If proposal includes nonresidential/commercial uses, also include:		
		Location, material and colors of windows, doors and framing		
		Materials and colors of all building elements and structures		
		Notation of special conditions of approval imposed by the Planning Commission (if any)		
		Notation of any Special Local, State or Federal Approvals/Permits		
		Required		
		Certification by a Registered Land Surveyor that all interior and		
		perimeter lot lines and street lines of the land being subdivided have		
		been designed to conform to Procedural and Technical Standards for the Practice of Land Surveying in the State of Rhode Island and		
		Providence Plantations as prepared by the Rhode Island Society of		
		Professional Land Surveyors, Inc., April 1994, as amended.		
		Measurement standards for surveys shall meet the minimum		
		standards for Class I surveys		
		D. Construction Drawings		
		Final construction plans including plans of any additional improvements as required by the Planning Commission as a		
		condition of approval		
		For phased projects, as-built drawings for the previous phase		
		E. SUPPORTING MATERIALS		
		Phasing schedule, if applicable		
		Traffic Study (if required by the Planning Commission)		
		Parking Plans (Parking layout with spaces numbered per aisle and		
		totaled, parking space calculations based on Articles XII, XVI and		
		XVII of the Subdivision Rules and Regulations)		
		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 approval has been granted for the proposed site alteration		
		In lieu of item 74 above, an affidavit signed by a qualified		
		professional (a wetlands biologist or a Registered Professional		
		Engineer) stating that there are no freshwater wetlands present on		
		or within 200 feet of the property being subdivided		
		Written confirmation that Kent County Water Authority has reviewed the plan and is able to provide water service		
		Town Council approval for connection to sewers.		
	2.	A signed affidavit attesting that notice was sent by first class mail to		
	۷.	all abutters.		
		Notation of any Special Local, State or Federal Approvals/Permits		
		Required: Approval letter from applicable Fire District		
		Preliminary Determination Application for Wetlands (DEM)		
		Wetlands (In)significant Alteration Permit		
		RIDEM Wetlands Delineation RIPDES Permit		
		RIDOT PAP		
		Special Use Permit		
		Variance(s) Waiver(s)		
		Other(s)		
		PROOF OF SPECIAL PERMIT APPLICATION SUBMISSION IS SUFFICIENT FOR PRELIMINARY PLAN SUBMISSION. FINAL PERMIT		
		APPROVAL MAY BE REQUIRED FOR FINAL PLAN APPROVAL.		
		Certificate(s) from the Tax Collector, fire district, and sewer authority		
		(if applicable) showing that all taxes and fees due on the parcel		
		being subdivided have been paid for a period of five (5) years prior		
		to filing of the final plat and that there are no outstanding municipal liens on the parcel		
		A Physical Alteration Permit (PAP) issued by the State Department		
		of Transportation for any connection to or construction work within a		

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		disclosure for all lots requiring individual RIDEM approval		
		concerning wetlands Two (2) copies of highway deeds		
		Two (2) copies of easement deeds (drainage, power, etc.)		
		Two (2) copies of deeds to land dedicated to Town for recreation		
		use, open space or fees in lieu of land		
		Amount \$		
		Two original signed copies of all legal documents describing the property, including proposed easements and rights-of-way, dedications, restrictions, or other required legal documents		
		Specify:		
		Two signed copies of an irrevocable offer to dedicate to the Town all public streets and/or other public improvements, accompanied by a metes and bounds description of said areas or measurements as otherwise depicted on the final recorded plans		
		Residential Compound Association and maintenance agreement, if required		
		Cluster agreements, if required		
		Any additional requirements of the Planning Commission:		
		Notice of a public hearing of the preliminary plan shall be sent to all abutters at least fourteen (14) days before the hearing.		
		Two (2) copies of the certification of Cash Guarantee with the Town		
		Performance guarantees or other financial guarantees Initial Amount \$ Date set by Planning Commission		
		Maintenance guarantees for acceptance of public improvements (if applicable) Amount \$ Date of Acceptance		
		Description Date of Expiration		
		Appropriate Signature block on final plans for recording (shall contain a line each for the Planning Commission Chairman, Planning Director and date. In the case that the plans are to be		
		approved administratively, the signature block shall contain a line for the Administrative Officer)		
		F. PAYMENT OF REQUIRED FEES ALL CHECKS ARE TO BE MADE OUT TO THE TOWN OF COVENTRY		
		Filing Fee - \$500 + \$20 per unit Maintenance guarantees (no letters of credit or insurance bonds		
		allowed)		
		Date set by Planning Commission		
		Fees in-lieu-of land dedication Amount \$		
		Inspection fee - two (2) percent of the total amount of guarantees paid to the Town (non-refundable)		
		Amount \$ Cemetery perpetual care fee, if required		
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<u>C</u> he	cklist Ite	em # Reviewer Comments on Required Forms/Documents:		

I hereby certify that the information presented in this application is true and accurate to the best of my knowledge.