G. CHECKLIST - FINAL PLAT
MAJOR LAND DEVELOPMENTS AND MAJOR SUBDIVISIONS

The applicant shall submit to the Administrative Officer copies of final site plans and supporting materials as indicated below:

A. Plat Plans to be Recorded - One copy of the final plat plan drawn on mylar to a scale of 1 inch to 50 feet. The scale may be modified with the permission of the Administrative Officer. In addition, five (5) blueline copies shall also be submitted. 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.). The following information shall be shown on the plans (with the exception of the north arrow, items 1-7 should be located within the title block):

1.____ Name of the proposed subdivision or development project

2.____ Notation that the project is located in the Town of West Greenwich, RI

3.____ Names and addresses of all property owners and applicants, including names and addresses of all officers, members, directors, and principal stockholders of business or corporate entities.

4.____ Name, address and telephone number of engineer or land surveyor

5.____ Date of plan preparation, with revision date(s) (if any)

6.____ Graphic scale and true north arrow

7.____ Plat and lot number(s) of the parcel being subdivided or developed

8.____ Zoning district(s) of the parcel(s), including all zoning requirements (such as for impervious coverage, parking, and setbacks), and actual dimensions provided. If more than one district, zoning boundary lines must be shown

9.____ Locus map inset

10.____ Perimeter boundary lines of the project parcel(s), drawn so as to distinguish them from other property lines

11.____ Location and dimensions of existing property lines, easements and rights-of-way within or immediately adjacent to the parcel

12.____ Location, width and names of proposed and existing streets within and immediately adjacent to the parcel

13.____ Names of abutting property owners and property owners immediately across any adjacent streets

14.____ Location of proposed permanent bounds

15.____ Location of all interior lot lines and street lines with accurate dimensions indicated

16.____ Location and number of all proposed lots, with accurate areas indicated
17. ____ Location and notation of type of proposed easement(s) or existing easement(s) to remain (if any) with accurate dimensions and areas indicated

18. ____ Location of fire suppression technique

19. ____ Location of wetlands, streams, and other water bodies, and associated State and local setback distances

20. ____ Building envelope for each lot

21. ____ For non-residential projects, the location and dimensions of improvements required in C. 1. through C. 3. of Checklist F. of these regulations.

22. ____ Notation of special conditions of approval imposed by the Planning Board (if any)

23. ____ Notation of any permits and agreements with state and federal reviewing agencies

24. ____ For projects proposing 4 or more residential lots or units (including the original lot or unit), notation on the plan that 20% of the total lots or units, rounded up to the next whole number, shall be designated for Low or Moderate Income Housing under the Inclusionary Zoning Requirements of the West Greenwich Zoning Ordinance.

25. ____ Indication on the specific lots or units proposed to be earmarked for low or moderate income housing

26. ____ Phasing schedule (if any)

27. ____ Certification by a Professional Land Surveyor that all interior and perimeter lot lines and street lines of the land being subdivided have been designed to conform to a Class I Survey and 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., May 1992, as amended.

28. ____ Cover letter and signature of all property owners and applicants.

B. **As-Built Drawings** - Five (5) blueline copies of as-built plans drawn to a scale of 1 inch to 50 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.).

1. ____ Final As-Built plans as listed in Article XIV, Section C 7, including plans of any additional improvements as required by the Planning Board as a condition of approval.

2. ____ Certification (stamp) by a Registered Professional Engineer that the as-built plan is correct, and that all systems including roads, drainage, and utilities will function as designed and constructed.

3. ____ As-built street plan and profiles drawn at a scale of 1”=40’ horizontal, and 1”=4’ vertical

4. ____ For phased projects, as-built drawings for the previous phase (if applicable)
C. Supporting Materials

1.____ Checklist H – Administrative Requirements for Inclusionary Zoning

2.____ Two original signed copies of all legal documents describing the property, creating a Homeowners' Association, proposed easements and rights-of-way, dedications, restrictions or other required legal documents, accompanied by a Metes and Bounds description of said areas (required) (Easements shall be tied into the road bounds).

Specify: ____________________________________________

For Conservation Design Developments, the following documents are required for final review and approval by the Town, and shall be recorded in the West Greenwich Land Evidence Records:

_____ Final Conservation Easement document
_____ Final Open Space Property Management Plan (ie, Forest Management Plan, etc.)
_____ Final Baseline Documentation Report
_____ Final Homeowner Association bylaws (if proposed)
_____ Statement of Conservation Design Development

3.____ Certificate of the Tax Collector showing that all taxes due on the parcel being subdivided or developed 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

4.____ Deed transferring land proposed for dedication to the Town or other qualified group or agency for open space or public purposes

5.____ Ten (10) copies of reduced plans to be recorded (11" X 17") (A, above)

6.____ Ten (10) copies of reduced As Built plans (11" X 17") (B, above)

7.____ Cost of all improvements completed and cost estimate for remaining improvements

8.____ Any other item(s) as required by the Zoning Ordinance or these regulations. (e.g., Exit 7 SMD, CZD, SRD, Residential Compounds, Conservation Design Developments, etc.)

D. Payment of Required Fees - Payment of the following fees or posting of financial guarantees— if required, to be prior to endorsement by the Planning Board and recording of final plans:

1.____ Filing Fee: $150 + $50 per lot or unit, or, if a multi family dwelling, $150 + $10 per bedroom.

2.____ Final plat recording fee - Amount ________________________________

3.____ Performance bond or other financial guarantees

   Initial amount ________________________________

   Date set by Planning Board ________________________________

   Date of Expiration of Surety ________________________________
4. ___ Fees in-lieu-of land dedication - Amount _________________________

5. ___ Inspection/Engineering fee (Project Review Fee)- Amount _________________________

6. ___ Maintenance bond for acceptance of public improvements (if applicable)
   
   Amount _________________________
   Date of Council Acceptance _________________________
   Description _________________________
   _________________________
   Date of Expiration of Maintenance Bond ____________

7. ___ Fee in-lieu- of Fire Suppression technique, if applicable

8. ___ Is this parcel(s) in the Farm Forest and Open Space Act tax program?

9. ___ Street signs- $50.00 per sign at ____ signs= Amount_______________