Town of Foster Planning Department Major Land Development and Major Subdivision Master Plan Checklist

The applicant shall submit to the Administrative Officer at least ten (10) black line copies of the master plans required below in hard copy and electronic format. 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. At a minimum, the plan should provide the following information:

A.	Sub	Submission Requirements			
	1. [☐ Stenographer Fee, as needed and to be paid before the formal Hearing.			
	2. [2. Ten (10) copies of a narrative report providing a general description of the existing physical environment of the uses and type of development proposed by the applicant.			
		a. An aerial photograph or a blue line copy of an existing aerial photograph of the proposed subdivision parcel and surrounding area			
		b. A copy of the soils map of the subdivision parcel and surrounding area, and a general analysis of soil types and suitability for the development proposed.			
		c. If any prime agricultural soils are within subdivision parcel(s), the soils map shall be marked to show the location of said prime agricultural soils			
		d. An estimate of the approximate population of the proposed subdivision			
		e. An estimate of the number of school-aged children to be housed in the proposed subdivision			
		f. Proposed phasing, if any			
	3. [☐ Waiver requests for the next review stage or request to combine review stages, if any.			
В.	Master Plan Drawings shall contain the following information:				
	1.	☐ Title of Subdivision, if any			
	2.	\square Date of plan preparation, with revision date(s), if any			
	3.	☐ North Point			
	4.	□ Locus Map			
	5.	☐ Include a graphic scale bar			
	6.	☐ Name, stamp, and signature of registered professional preparer(s)			
	7.	☐ Location of existing and set physical monuments. All monumentation must be set prior to recording of survey plan with the Town of Foster.			
	8.	\square Location of wooded areas and notation of existing ground cover			

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9.	☐ Deed restrictions and lot zoning requirements, showing setbacks graphically
10.	\square Name(s) of property owner(s) and abutting property owner(s)
11.	☐ Assessor's lot and plat # of property and abutting properties
12.	\square Sheet size = One (1) full-sized set at 24"x36" and ten (10) 11"x17"
13.	☐ Dimensions as follows: width of road (widths and location of any existing rights-of-way, distances of existing and proposed new lot lines, and the angles that are formed by their intersections
14.	☐ Acreage or square feet area of each parcel
15.	☐ Location of any existing ponds, watercourses or other wetland areas or environmental features within or within 200 feet of the perimeter of the subdivision parcel. Include copy of USGS map with parcel located on it.
16.	☐ Areas of agricultural, silvicultural or farm use
17.	☐ Existing contours at intervals of at least five feet
18.	☐ Identification and location of all existing structures with distances to front, side and rear lot lines shown on the plan
19.	☐ Identification and location of any existing septic system and well, with distances to front, side and rear lot lines shown
20.	☐ Location and dimension of all existing utilities within and immediately adjacent to the subdivision, including, water, electric, phone, fire alarm, hydrants, utility poles, stormwater drainage facilities or other above or underground utilities
21.	☐ Location of historic cemeteries on or immediately adjacent to the subdivision parcel(s) (if any)
22.	☐ Location of any unique natural and/or historic features and resources, including stone walls and listed¹ historic sites, buildings and structures
23.	 □ Notation on plan if the subdivision parcel(s) are located within any of the following areas: 1. Natural Heritage Areas (RIDEM) 2. Farmland/Conservation District 3. Scituate Reservoir Watershed
24.	☐ Proposed roads, lots, lot lines, with approximate lot areas and dimensions. Proposed lot lines shall be drawn so as to distinguish them from existing property lines

¹see list of historic resources in *Foster, Rhode Island, Statewide Historical Preservation Report P-F-1*, Rhode Island Historical Preservation Commission, June 1982.

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25.	☐ 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)					
26.	☐ Proposed drainage plan and drainage calculations prepared by a Registered Professional Engineer, if required by the Planning Board					
27.	☐ Proposed utilities plan, including electric, phone, fire alarm, hydrants, utility poles, or other proposed above or underground utilities, as applicable					
28.	☐ Location, dimension and area of any land proposed to be set aside as open space					
29.	☐ Base flood elevation data					
30.	☐ All proposed easements, rights-of-way, and/or dedications of open space and appropriate covenants and deed restrictions					
31.	☐ Existing boundary line of entire parcel shown as solid line and new lot line shown as solid line					
32.	\square Property lines to be revised or eliminated shown as broken line					
33.	☐ Proposed front corners shall be referenced by measurement to an abutter of the original parcel or to established point					
34.	☐ Amount of road frontage remaining in original lot from which new lot or lots are being cut					
35.	☐ Names and location of all existing roads, easement or other public or rights-of-way either bordering on the property or going through the property so divided					
36.	☐ A <u>signed</u> statement shall appear on the survey plan, as required by the RI State Board of Professional Land Surveyors. Please refer to the Class I Survey checklist.					
37.	☐ A certificate block drawing, for signatures for Planning Board approval and Town Clerk recordings should be located on each page of the plan.					
Town of F	oster, Rhode Island Department of Planning					
Submissio	n Record for -Major- Subdivision					
Submission Certificate of Certificate of Certificate Final Review	ompleteness					
At	Received for Record					
	Town Clerk					

Town of Foster, Rhode Island Departmen	nt of Planning
Submission Record for	-Land Development-
Submission Certificate of Completeness	Denied
 Supporting Material Initial written comments on Master Pla Administrative Officer) 	nn from the following agencies: (provided l
Local Agencies:	
_	D.
☐ Planning Department	Date
☐ Town Council	Date
□ Public Works	Date
☐ Town Solicitor	Date
☐ Conservation Com	Date
☐ Recreation Com	Date
□ Police Dept	Date
☐ Engineering Dept	Date
☐ School Dept	Date
☐ Other (specify)	Date
Adjacent Communities, within one subdivision:	e thousand feet (1,000') of proposed
•	Date
State Agencies:	
DEM	Date
DOT	Date
Other (specify)	Date

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Federal Agencies:

-	
U.S. Army Corps of Eng	Date
FEMA	Date
Other (specify)	Date

D. <u>Certification and Review Process</u>

- 1. The Master Plan application shall be certified, in writing, as complete or incomplete by the Administrative Officer within 90 days from the date of submission.
- 2. Once certified, it shall be referred to the Planning Board for review. A public information meeting shall be held prior to the Planning Board's decision, unless the master plan and preliminary plan approvals are being combined (see Article VI.B.1.d.).
- 3. The Planning Board shall approve, approve with changes and/or conditions, or deny the application within one hundred and twenty (120) days of certification of completeness.
- 4. Upon approval, the master plan shall be referred to the next review stage.