

SUBDIVISION PLAN

Office Use Only

Tax Map ____ Block ____ Lot ____

Date Reviewed _____

Applicant Name _____

PLAT REQUIREMENTS FOR SUBDIVISION PLAN

	Enclosed	Plan Sht #	Waiver Req.	None Found	N/A	Submitted	Rec. Waiver	Not Submitted	Acceptable	Required
Application Properly Executed										
Filing Fee										
Abutter Information										
Authorization from Property Owner										
Plans (distributed properly)										
Reduced Plan Set (After PRC II for PB distribution)										
PLAN FORMAT										
Size (11" x 17" to 24" x 36")										
Scale: (No greater than 1" = 100')										
Bound if More than One Page										
Locus (No Greater than 1" = 1000')										
Legend										
Title Box - Subdivision/Lot Line Adjustment (Lower Right Hand Corner)										
Owner Name and Address										
Project Name										
Project Location										
Tax Map Number(s)										
Deed book and page										
Zone Designation/Boundaries										
Draft Date & Revision Dates										
Preparer Name & Address										
Original Surveyor Stamp & Signature										
North Arrow										
Measurements										
Bearings										
Error of Closure										
Planning Board Signature Block (Lower Right Hand Corner)										

PLAT REQUIREMENTS FOR SUBDIVISION PLAN	Enclosed	Plan Sht #	Waiver Req.	None found	N/A		Submitted	Rec. Waiver	Not Submitted	Acceptable	Required
NATURAL FEATURES											
Topographic Contours (2 ft. intervals)											
Wetland Delineation/CSS Stamp & Signature											
Water Bodies & Water Courses											
Ledge Outcroppings											
Significant Tree Stands											
FEMA Floodplain Boundary											
Steep Slope Areas > 25%											
EXISTING CONDITIONS PLAN											
Lot Sizes in Square Feet											
Lot Lines											
Easements or Rights-of-way/Location & width											
Septic Disposal Facilities											
Water Supply											
Buildings											
Roads											
Driveways											
Drainage Improvements											
PROPOSED LAYOUT											
Lot Lines											
Setback Lines											
Easements or Rights-of-way/Location & Width											
Septic Disposal Facilities/Sewer Design/Plan-Profile											
Water Supply/Water System Design/Plan & Profile											
Buildings											
Driveways											
Drainage Improvements/Plan & Profile											
Road Engineering/Road Cross Section/Plan & Profile											
911 Street Name Designation (DPW)											
Street Design											
Sidewalks											
Curbing											
Street Lighting											

PLAT REQUIREMENTS FOR SUBDIVISION PLAN	Enclosed	Plan Sht #	Waiver Req.	None found	N/A	Submitted	Rec. Waiver	Not Submitted	Acceptable	Required
Street Trees										
Street Grades										
Erosion & Sediment Control Plan/View & Detail										
Dock Site/Mooring Locations										
Topography/Grading Plan										
Monumentation										
Common/Limited Common Areas										
Open Space/Public Sites										
Conservation Easements										
ABUTTING PROPERTIES										
Owner Name & Address										
Tax Map Number										
Wells within 75 feet										
Subdivision Names										
Roads/Road Names										
Building Lines within 200 Feet										
OFF-SITE PROPOSED IMPROVEMENTS										
Streets										
Utilities										
Parks										
Other										
DOCUMENTS										
Articles of Agreement										
Association By-Laws										
Restrictive Covenants										
Construction Estimates										
Easements										
Consultant Review Agreement										
Declaration of Condominium										

PLAT REQUIREMENTS FOR SUBDIVISION PLAN	Enclosed	Plan Sht #	Waiver Req.	None found	N/A		Submitted	Rec. Waiver	Not Submitted	Acceptable	Required
STUDIES											
Traffic Impact Study > 10 Lots											
Wetlands/Watercourse Impact Analysis											
Master Plan Compatability Statement											
Drainage Analysis for 50 Year Flow											
Groundwater Analysis											
TOWN, STATE & FEDERAL APPROVALS											
Dredge and Fill (482-A)											
Army Corp. of Engineers											
Significant Alteration of Terrain (485-A:17)											
Subdivision Approval (485-A:29)											
Energy Facility (162h)											
State Public Works and Highways (236:13) - Driveway											
Condominium Development (356-B)											
Land Disclosure (356-A) if over 16 Lots											
HUD Land Disclosure (15 USC 1701), if over 50 Lots											
Conditional Use Permit for Wetland Crossings											
Shoreland Protection (483-B)											