



# Town of Warren, Rhode Island

Town Hall • 514 Main Street • 02885

www.townofwarren-ri.gov

## Planning Board

401-245-7343 • 401-245-0595 (fax)

### Application for Subdivision or Land Development

Name of Proposed Development: \_\_\_\_\_

Location: \_\_\_\_\_ Plat: \_\_\_\_\_ Lot (s): \_\_\_\_\_

Owner (s): \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Applicant (s): \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Type of development/subdivision:

One Time Fees:

\_\_\_\_\_ **Administrative**

\$84.00 *See attached checklist for submittal requirements.*

\_\_\_\_\_ **Minor Land Development/Subdivision**

\$500.00 plus \$250.00 per proposed lot (residential)  
\$750.00 plus \$300.00 per proposed lot (commercial)

\_\_\_\_\_ *Preliminary Plan*

*See attached checklist for submittal requirements.*

\_\_\_\_\_ *Final Plan*

\_\_\_\_\_ **Major Land Development/Subdivision**

\$500.00 plus \$250.00 per proposed lot (residential)  
\$750.00 plus \$300.00 per proposed lot (commercial)

\_\_\_\_\_ *Master Plan*

\_\_\_\_\_ *Preliminary Plan*

*See attached checklist for submittal requirements.*

\_\_\_\_\_ *Final Plan*

Description of Proposal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant/Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(office use only)

Fee received: \_\_\_\_\_ (cash/check # \_\_\_\_\_) By: \_\_\_\_\_

\_\_\_\_\_ *Fee received previously with initial application*

Referral action: \_\_\_\_\_

\_\_\_\_\_



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### **MAJOR Land Development/Subdivision** **Master Plan Checklist**

A minimum of 3 copies of the following material, drawn at a suitable scale, must be filed for a Master Plan Review:

- \_\_\_\_\_ Aerial photograph, or print thereafter, of the area to be subdivided and the surrounding area.
- \_\_\_\_\_ Vicinity plan showing the property to be subdivided, whether immediate or in the future stages, and all property and streets within a half mile radius of the perimeter of the property to be subdivided.
- \_\_\_\_\_ Topographic map of the area, identifying natural drainage patterns, existing storm water drainage facilities, base flood elevation if applicable, and the location of any wetlands.
- \_\_\_\_\_ Soil map with description of the physical properties of soils on the property being subdivided with their limitations for the type of development being proposed.

A minimum of 3 copies of the subdivision plan at a suitable scale showing the following:

- \_\_\_\_\_ Name of subdivision.
- \_\_\_\_\_ Name and address of owner.
- \_\_\_\_\_ Name of designer, engineer or land surveyor, with stamp and signature.
- \_\_\_\_\_ North arrow and graphic scale.
- \_\_\_\_\_ Tax Assessor designation of land being subdivided.
- \_\_\_\_\_ Boundary lines of the subdivision.
- \_\_\_\_\_ Property lines of all lots abutting or across any private or public rights-of-way with the names, addresses, and plats and lots, of the property owners indicated on the plan.
- \_\_\_\_\_ Zoning district of all parcels.
- \_\_\_\_\_ Location and identification of existing streets, railroads, rights-of-way, easements, utilities, cemeteries and lot lines.
- \_\_\_\_\_ Existing topography at intervals of no greater than 2 feet.
- \_\_\_\_\_ Base flood elevation line or floodway encroachment lines, if applicable.
- \_\_\_\_\_ Location of any significant natural features such as fresh or salt water wetlands, wooded areas, rock outcrops, cultivated land, beaches, etc.
- \_\_\_\_\_ Location and dimensions of any existing structures, embankments, stone walls, or any other significant physical features which may have an effect upon development of the land, including such features on adjacent land.
- \_\_\_\_\_ Proposed location and dimensions of street, property lines, open spaces, easements, utilities, drainage facilities, septic designs, and other development which would indicate satisfactory compliance with the requirements of the Town of Warren Planning Board Rules and Regulations.

- \_\_\_\_\_ Plan and profile sketches shall be on the same sheet with the plan view above and profile view directly below, matched to the plan view.
- \_\_\_\_\_ Sketch Profiles of all proposed streets in the subdivision plus all existing streets in the vicinity where necessary to show relationship with proposed streets.
- \_\_\_\_\_ Sketch Profiles of all proposed sanitary sewers in the subdivision, if such are planned, with description of types.
- \_\_\_\_\_ Comments and recommendations from municipal departments, commissions, and boards; adjacent communities; state agencies; and federal agencies as appropriate.
- \_\_\_\_\_ Parcels of land proposed for dedication to the Town of Warren, The State of Rhode Island, or other public, quasi-public, non-profit organization or homeowner's association.
- \_\_\_\_\_ Cluster development plan showing that a conventional subdivision is in conformance with Warren Planning Board Rules and Regulations and the Warren Zoning Ordinance. (Where applicable.)
- \_\_\_\_\_ Statement or a plan indicating the overall plan of development for any remaining land that may be subdivided in the future.

Pre-application meeting *dates* and *results* with the Administrative Officer, Planner, Technical Review Committee or any other town officials as appropriate:

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One time Filing Fee:

\$500.00 plus \$250.00 per proposed lot (residential)  
 \$750.00 plus \$300.00 per proposed lot (commercial)

Additional Notes:

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Please submit this completed checklist with any supporting documents, appropriate fee, and completed application to the Warren Building Department for processing.



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### **MAJOR Land Development/Subdivision** **Preliminary Plan Checklist**

Three full size copies of the plan, drawn to a scale no smaller than one inch equals forty feet (1" = 40') with a maximum sheet size of 36" long by 24" wide; and three reduced size copies of the plan (11" x 17") must be submitted for a Preliminary Plan Review unless otherwise approved by the Administrative Officer.

All items that existed on the approved Master Plan with any conditions must be contained within the Preliminary Plan submission in addition to the following information (such information may be indicated on more than one plan):

- \_\_\_\_\_ Name of subdivision.
- \_\_\_\_\_ Name and address of owner.
- \_\_\_\_\_ Name of designer, architect, or engineer, with wet stamp, date, and signature. Appropriate contact information must also be on the plan.
- \_\_\_\_\_ Name of land surveyor with stamp of registration and certification that the survey conforms to the standards of a Class I Survey. The perimeter survey shall be tied to the RIGIS coordinate survey.
- \_\_\_\_\_ North arrow and graphic scale.
- \_\_\_\_\_ Tax Assessor designation of land being subdivided.
- \_\_\_\_\_ Boundary lines of the subdivision.
- \_\_\_\_\_ Property lines of all lots abutting or across any private or public rights-of-way with the names, addresses, and plats and lots, of the property owners indicated on the plan.
- \_\_\_\_\_ Zoning district of all parcels.
- \_\_\_\_\_ Location and identification of existing streets, railroads, rights-of-way, easements, utilities, cemeteries and lot lines.
- \_\_\_\_\_ Existing and proposed topography at intervals of no greater than 2 feet.
- \_\_\_\_\_ Base flood elevation line or floodway encroachment lines, if applicable.
- \_\_\_\_\_ Location of any significant natural features such as fresh or salt water wetlands, wooded areas, rock outcrops, cultivated land, beaches, etc.
- \_\_\_\_\_ For proposed Cluster Developments, indicate footprint of houses, showing setbacks of homes on each lot.
- \_\_\_\_\_ Location and dimensions of any existing structures, embankments, stone walls, or any other significant physical features which may have an effect upon development of the land, including such features on adjacent land.
- \_\_\_\_\_ Proposed location and dimensions of street, property lines, open spaces, easements, utilities, drainage facilities, septic designs, and other development which would indicate satisfactory compliance with the requirements of the Town of Warren Planning Board Rules and Regulations.
- \_\_\_\_\_ Proposed street names.

- \_\_\_\_\_ Lot numbers.
- \_\_\_\_\_ A separate plan of land, on one sheet, drawn to a suitable scale, showing the street layout, lots, and proposed location of all required improvements.
- \_\_\_\_\_ Parcels of land proposed for dedication to the Town of Warren, The State of Rhode Island, or other public, quasi-public, non-profit organization or homeowner's association.
- \_\_\_\_\_ Location of all percolation test holes, indicated by the letter "P" with test hole numbers of individual onsite wastewater treatment systems (OWTS) that are planned.
- \_\_\_\_\_ Location of all ground water table determination test holes, indicated by a letter "W" with test hole numbers of OWTS that are planned.
- \_\_\_\_\_ Notation of proposed deed restrictions required by the Town of Warren, the Warren Planning Board, utility companies or any other appropriate agency/entity.
- \_\_\_\_\_ Proposed Soil Erosion and Sedimentation Control measures.

### **Supporting Material**

- \_\_\_\_\_ All permits required by State and Federal agencies prior to commencement of construction, including permits related to freshwater wetlands, the coastal zone, flood plains, and connections to state roads.
- \_\_\_\_\_ Overall Plan of Development or Phasing of the land being subdivided as required in the Rules and Regulations.
- \_\_\_\_\_ Drainage Plan as required in the Rules and Regulations.
- \_\_\_\_\_ Written confirmation from appropriate utility companies that they have reviewed and approve the proposed plans for installation of water, electric, telephone, gas, or other utilities as may be proposed.
- \_\_\_\_\_ Preliminary certification from the RIDEM as to the suitability of the subsoil and adequacy of percolation and water table tests for the use of OWTS, if such are planned.
- \_\_\_\_\_ Certification of the Warren Tax Collector that all taxes due on the land to be subdivided have been paid for the period of five years preceding the date of preliminary plat filing, and that there are no outstanding tax liens thereon.
- \_\_\_\_\_ Names and addresses of all property owners within a 200' radius of the subject property that is proposed to be subdivided.
- \_\_\_\_\_ Comments/recommendations from the Public Works Director, Fire Chief, and any other town officials or agencies as appropriate.
- \_\_\_\_\_ Drafts of project legal documents such as road, lot and easement deeds, and homeowners association documents.