

SEC 401: SUBDIVISION REGULATIONS
CHECKLIST FOR INFORMATION REQUIRED ON SURVEY

(Primarily for Surveyor's Reference)

Three paper copies of the plat survey are needed. These copies should be clearly marked FINAL. In addition, a mylar copy will be needed for signing by the Chair, if approved.

1. Proposed subdivision name (usually owner's name), the name of the Town and County, tax map sheet, block and parcel numbers) and acreage involved.
2. Can be based on Tax Map or similarly accurate base map. Must show entire tract on 1 sheet or more sheets taped together.
3. Scale: Not less than 1" = 400
4. North Arrow
5. Names of record of all adjoining property owners within 150 feet of perimeter boundary of subdivision as disclosed by most recent tax records.
6. A location map showing relationship of proposal to existing community facilities such as roads, schools, public lands, parks and districts such as fire districts and school districts.
7. Location of existing buildings, railroads, wooded areas, wetlands, ponds, creeks and/or watercourses, stone walls, burial grounds, large trees and other features to be retained or removed within the area to be subdivided and within 200 feet thereof.
8. Sufficient data to enable the Planning Board to determine readily the location, bearing and length of every road, lot line, boundary line and drainage system and to reproduce such line upon the ground. All dimensions and angles shall be given in feet and decimals of a foot; where applicable, these data should be referenced to monuments and tied into other reference points previously established.
9. Number of building lots proposed and acreage of each.
10. Proposed pattern and dimensions and area of lots, roads, recreation areas, surface water drainage, sewerage, and water supply within proposed subdivision.
11. The location of percolation test sites.
12. Designation of sewage disposal facilities.
13. Proposed alteration of existing topography.
14. Proposed driveway locations.
15. Notations explaining any reservations, restrictions, easements, covenants, etc., as required by the Planning Board. This includes maintenance and use agreements, existing or proposed, on any rights-of-way which may be shared with other people as well as with any utilities, and existing and proposed roads, streets or highways.
16. Topographical map, at a contour interval of not more than 20 feet. The topographical data shall be determined by field survey unless the Planning Board specifically waives this requirement and/or permits the substitution of topographic information obtained from other sources determined to be satisfactory for the particular case.
17. Name, certification and seal of the registered engineer or licensed surveyor who prepared the plat.