

**DEFINITIVE SUBDIVISION PLAN CHECKLIST**

**DEVELOPER:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

- c. Application (Form C) \_\_\_\_\_
- d. Return of Service \_\_\_\_\_
- e. A statement of deed restrictions, if any. \_\_\_\_\_

Contents

The Definitive Plan shall be prepared by a Registered Engineer and Registered Land Surveyor. The plan shall be at a scale of one (1") inch equals forty (40') feet or such other scale as the planning board may accept to show details clearly and adequately. Sheet sizes shall be of 24" x 36". If multiple sheets are used, they shall be accompanied by an index sheet showing the entire subdivision. The Definitive Plan prints shall contain the following information:

- a. Subdivision name, boundaries, north point, date, scale and legend. \_\_\_\_\_
- b. Name and address of record owner, subdivider, engineer and land surveyor. \_\_\_\_\_
- c. Names, addresses and plan location of all abutters indicating approximate limits of contiguous boundaries and those owners of land separate from the subdivision only by a street, as they appear in the most recent tax list. \_\_\_\_\_
- d. Lines of existing and proposed streets, ways, lots, easements, and public or common areas within the subdivision. \_\_\_\_\_
- e. Sufficient data to determine the location and length of every street and way line, lot line and boundary, and to establish these lines on the ground. If any part of the subdivision is within five hundred (500) feet of any Massachusetts coordinate survey monument, the subdivision shall be tied to said monument or monuments. \_\_\_\_\_
- f. All perimeter monuments shall be set prior to submission of the definitive plan. Show calculated areas of all parcels and streets right of way areas. Street numbers as assigned by the town Building Inspector enclosed in a square with lot numbers. \_\_\_\_\_
- g. Location of all permanent monuments properly identified as to whether existing or proposed. \_\_\_\_\_
- h. Location, names and present widths of streets bounding, approaching or within reasonable proximity of the subdivision. \_\_\_\_\_
- i. Indication of purpose of easements. \_\_\_\_\_
- j. Suitable space to record the action of the Planning Board and the signatures of the members of the Planning Board and subsequent action by the Town Clerk. \_\_\_\_\_
- k. Existing and proposed topography at a contour interval of 2' except of areas of greater than 30% slope where a contour interval of 10' is acceptable. \_\_\_\_\_
- l. Existing and proposed profile on the center-line of proposed streets at a horizontal scale of one (1) inch equals forty (40) feet and vertical scale of one (1) inch equals four (4) feet, or such other scale acceptable to the Planning Board. All elevations shall refer to the U.S.G.S. datum. \_\_\_\_\_

m. Proposed layout of storm drainage, water supply and sewage disposal systems including profiles. \_\_\_\_\_

n. Location and elevation using the U.S.G.S. datum of at least three (3) benchmarks for the subdivision. The benchmarks shall be located within the boundaries of the subdivision. \_\_\_\_\_

o. Design calculations, certified by a registered, professional engineer, of the storm water drainage system in compliance with the requirements of section III. \_\_\_\_\_

p. All definitive plans submitted shall include the Town of Ludlow Standard Specifications sheets 1-3 (latest revision) and any other pertinent special specifications and details requested by the Department of Public Works. \_\_\_\_\_

q. The survey performed for the establishment of the street and lot lines of the approved subdivision shall meet the standards as outlined in 250 CMR; Board of Registration of Professional Engineers and Land Surveyors, subsection 250 SMR 6.00; Procedural and Technical Standards for the Practice of Land Surveying. \_\_\_\_\_

r. A construction cost estimate for the project shall be submitted by the subdivider by specific quantity and unit costs, including installation costs, for the following items: 1) roadway, 2) storm drain system, 3) sewer system (if any), 4) sidewalk, 5) loam and seed of tree belts, 6) roadway and lot monumentation, 7) street lighting, 8) as-built drawings on mylar. \_\_\_\_\_

Traffic survey, if required \_\_\_\_\_

In case of a subdivision not covering all the contiguous land of the owner, a note stating remaining land. \_\_\_\_\_

Items k, l, m, and r, are to be submitted on separate sheets from the definitive plan.

Plan will be signed after forms C,D,E,G,H,I, and either F or J is filed.