

**TOWN OF DENNIS**

**PLANNING BOARD**

**Definitive Subdivision Plan Checklist**

**Petitioner:** \_\_\_\_\_

**Meeting:** \_\_\_\_\_

- 1. Application form
- 2. Fee
- 3. Fifteen copies of definitive plan
- 4. Fifteen copies of construction plan and profile plan
- 5. Two copies each of subdivision plan at one inch equals one hundred feet (1" = 100') and one inch equals two hundred feet (1" = 200')
- 6. Four copies of drainage calculations
- 7. Preferred method of road compliance (covenant)
- 8. Name and address of petitioner and subdivider
- 9. Name and address of owner of record
- 10. Name and address of surveyor
- 11. Dates of:
  - Preliminary application:
  - Preliminary approval:
  - Definitive application:
  - Definitive approval:
  - Definitive plan signed:
- 12. Calculations for:

Gross area of subdivision (square feet and acres)  
Gross area of road and cul-de-sacs (square feet and acres)  
Gross area of wetland and upland (square feet and acres)  
Area of each lot/parcel (square feet and acres)  
Upland and wetland for each lot or parcel (square feet and acres)

13. Location of:

All existing buildings  
Test holes and pits, water table or spot elevation measurements with “date taken”  
Existing and proposed streets, ways, lots, easements and public or common areas within and bounding the subdivision  
Existing storm drains, water mains, utilities and their appurtenances, including hydrants, within and adjacent to the subdivision  
Zoning district boundaries

14. Notations:

Abutting parcels and owners  
Deed and plan references  
North arrow, locus sketch, benchmarks, date and scale  
Ties across open perimeter (bearing and distance)  
Wetlands Protection Act, if applicable  
Underground utilities to be installed  
Covenant to be filed with Plan  
Seal, signature and certification of Registered Land Surveyor  
Shape factor

15. Approval/restrictions (for internal use only)

Board of Health  
Conservation Commission  
Engineering Department  
Fire Department  
Police Department  
Assessor’s Office

16. The following is required for Open Space Village Development only:

Date of Open Space application  
Date of Open Space approval  
Minimum Open Space dedication  
Number of lots  
Road area

17. Attachments (to be filed with application prior to hearing)

Protective covenants

Restrictive easement (if required)

Notice of Intent filed with Conservation Commission (if required)