

SKETCH SUBDIVISION AND/OR LAND DEVELOPMENT PLAN CHECKLIST

Subdivision and/or Land Development Name:	Checklist Completed By:		
Applicant Name:	Date Completed:		
Sketch Plan Requirements	Concurrence		
	Yes	No	N/A
1) Plan sheet sizes between 11 inches by 17 inches and 30 inches by 42 inches.			
2) Location map with the tract outlined.			
3) Plan scale not more than 1 inch equals 100 feet.			
4) Name of the subdivision and/or land development.			
5) Name and address of the landowner.			
6) Name and address of the applicant.			
7) Name and address of the person who prepared the plan.			
8) The degree to which the plan conforms to zoning requirements.			
9) The degree to which plan conforms to municipal comprehensive plan.			
10) Proposed intensity of use.			
11) North arrow and date.			
12) Written and graphic scale.			
13) Tract boundaries.			
14) Tract acreage, including gross and net lot area for each lot.			
15) Existing man-made features depicted.			
16) Significant natural features within the tract.			
17) Significant historic structures within the tract, including changes to them.			
18) Boundaries of all contiguous properties with owner names.			
19) Proposed lot layout with building setback lines and buildable areas.			
20) Proposed open space and/or recreational areas, including improvements.			
21) Proposed method of water supply.			
22) Proposed method of sanitary sewage disposal and anticipated flows.			
23) Proposed method of stormwater drainage.			
24) Proposed streets with consideration to the existing street network.			
25) 1% annual chance flood and floodway.			
26) Proposed number, type, and location of all structures.			
27) Proposed location of parking areas and parking lots.			
28) Map at an appropriate scale showing the successive plan phases.			
For Municipal Use Only	Reviewed by:		
Application #	Review Date:		