

SKETCH PLAN CHECKLIST: The following information is required for all Sketch Plans submitted in conjunction with Subdivisions, unless waived by the Land Use Administrator. Sketch Plans shall be prepared by appropriately qualified persons, such as a landscape architect, surveyor, engineer or draftsman, in a clear and legible manner acceptable to the Land Use Administrator. The applicant shall submit ___ copies of the Sketch Plan. (*Reference Article 10 Section 10.20.*)

Applicant

Land Use Administrator

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|--------------------------|---|--------------------------|
| <input type="checkbox"/> | The name, address and telephone number of each property owner and of the applicant (if not owner), and person who prepared the plan. If the owner is not the applicant, the application must be signed by the owner, or a letter authorizing the applicant to submit the application on behalf of the owner must be provided. | <input type="checkbox"/> |
| <input type="checkbox"/> | The name of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The date of preparation of the sketch plan, a north arrow and a graphic scale. | <input type="checkbox"/> |
| <input type="checkbox"/> | An accurate legal description of the property included within the proposal to include all adjacent land owned or under option by the applicant. | <input type="checkbox"/> |
| <input type="checkbox"/> | The approximate acreage of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The current zoning on the site and any zoning changes to be requested. | <input type="checkbox"/> |
| <input type="checkbox"/> | Location of any unique historical, archeological, scenic or other noteworthy features on or in close proximity to the site. | <input type="checkbox"/> |
| <input type="checkbox"/> | A delineation of existing easements on the site, their use(s) and the easement owners. | <input type="checkbox"/> |
| <input type="checkbox"/> | The existing and any proposed means of public access to the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | A graphic description of all the natural and manmade watercourses, retention areas, streams and lakes including any known, identified or designated one hundred (100) year floodplains and other natural hazards. | <input type="checkbox"/> |
| <input type="checkbox"/> | Location of all existing structures on the site, their current uses and their future status within the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The topography of the site at an appropriate contour interval, noting all areas with slope in excess of twenty (20) percent. This is to be in the form of a clearly legible topographic map at a scale and contour interval determined by the Land Use Administrator. | <input type="checkbox"/> |
| <input type="checkbox"/> | The average lot size, proposed density and all public and private sources of utility facilities and services. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location of all existing and general location of proposed streets, drives and roads and the names of existing streets within and adjacent to the site. | <input type="checkbox"/> |
| <input type="checkbox"/> | The approximate location of land to be reserved and land to be dedicated to the County, set aside for recreational or community use or for open space. | <input type="checkbox"/> |
| <input type="checkbox"/> | A lot and street layout, indicating general scaled dimensions of lots and blocks. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location of off-street parking areas, areas for landscaping, the location of any commercial, service, industrial, recreational and community facilities or buildings and the future land use(s) within the various portions of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | A vicinity map showing the proposed subdivision in relationship to the surrounding area with the names of adjacent subdivisions and property owners along with the current land uses and zoning districts within three (3) miles of the boundaries of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | A description of the proposed systems for the supply of potable water and the disposal of sewage along with adequate evidence that a water supply system capable of dependably delivering an adequate quality and quantity of water for the proposed subdivision will be provided. The water supply shall be reviewed by the Division of Water Resources, with a determination of impact to adjacent water users and suitability as a project water source. <i>Pursuant to Article 12 Section 12.70: Water Supply and Section 12.60: Sewage Disposal Water Treatment.</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | A brief narrative description of the proposal. Include all submission information appropriately presented in narrative form, describing briefly the scope and concept of the proposed subdivision and its anticipated impact on adjoining land uses, on water quality and supply in the area and on the circulation system in the area. The narrative shall also describe whether and to what extent the proposed subdivision is consistent with and fosters the intent of this Code and the goals, objectives, and policies contained in the Comprehensive Plan. Included on | <input type="checkbox"/> |

the Sketch Plan and in the narrative should be information on the phasing, if any, that will be used in the development of the proposed subdivision.
