

SUBDIVISION PLAN REQUIREMENTS CHECKLIST

PRELIMINARY APPROVAL

Subdivision Name: _____

Developer: _____

Municipality: _____

Plan Requirements	Reference	Yes	No	Comments	PD
Documentation					
Completed & Signed Application	203 (A)				
Completed Checklists	203 (B) & (C)				
Plats with All Signatures	203 (D)				
Property Descriptions	203 (E)				
Filing Fee	107&203(F)				
Sewage Approval	204 (E)(1)				
Public Water Approval	204 (E)(2)				
Conservation District Approval	204 (E)(2)				
Driveway Approval	204 (E)(2)				
Proposed Deed Restrictions	204 (E)(3)				
Details for New Streets, Sewer, Water and Storm Sewers	204 (E)(4)				
Letter on Installation	204 (E)(5)				
Statement Regarding Development of Remaining Land	204 (E)(6)				
Proposed Right-of-Way Agreement					
General Plan Requirements					
Title Block	204 (D)(3)(a)				
Certificate Blocks	204 (D)(3)(b)				
North Point, Scale and Legend	204 (D)(3)(c)				
Location Map	204 (D)(3)(d)				
Tract Boundaries & Acreages	204 (D)(3)(e)				
Tax Map Number(s)	204 (D)(3)(f)				
Adjacent Parcels Information	204 (D)(3)(g)				
Access to Residual Parcel	204 (D)(3)(j)				
Existing Property Lines	204 (D)(3)(k)				
Existing Zoning Districts	204 (D)(3)(o)				
Highway Occupancy Notice	204 (D)(3)(p)				
Estimated Acreage of Disturbance	204 (D)(3)(r)				
Building Setback Lines	206 (B)				
4:1 Depth to Width Ratio	206 (B)(4)				
Monumentation	214				
Existing Features					
Structures and Driveways	204 (D)(3)(h)				
Sewer and Water Lines	204 (D)(3)(h)				
Streets and Sidewalks	204 (D)(3)(i)				
Watercourses	204 (D)(3)(l)				
Floodways and Floodplains	204 (D)(3)(l)				
Contours	204 (D)(3)(q)				
Proposed Improvements					
Streets, ROWs & Easements	204 (D)(3)(m)				
Playgrounds & Public Use Areas	204 (D)(3)(n)				
Contours	204 (D)(3)(q)				
Public Water & Sewer Lines	204 (D)(3)(s)				
Additional Documentation					
Modification Application Signed	502				