

TOWNSHIP OF ROSTRAVER
BOARD OF COMMISSIONERS
PRELIMINARY SUBDIVISION CHECKLIST

Requirements:

All of the following must be COMPLETED at the time of SUBMITTAL. Please note, if ALL THE REQUIREMENTS ARE NOT COMPLETE, YOUR SUBMISSION WILL NOT BE PLACED ON AN AGENDA. Please refer to Subdivision/Land Development Ordinance No. 175 for more specific information.

YES NO N/A

1. Six (6) Copies of Plans and one (1) Digital (PDF) _____

2. Name and seal of the registered professional engineer who prepared the plan and the registered surveyor who surveyed the property _____

3. Applicant’s notarized signature _____

4. Name by which the subdivision will be recorded _____

5. Location of the municipality, county and state _____

6. Name and addresses of the owner or owners _____

7. Name and addresses of abutting property owners _____

8. North point, date and graphic scale _____

9. Location map _____

10. Existing land uses shall be shown for the subject property and adjacent land areas _____

11. Certification blocks for the appropriate governing and planning bodies _____

12. Boundary lines with courses and distances clearly marked _____

13. Existing easements, their location, width and distance _____

14. Contours at vertical intervals of two feet for land areas with slope of 5% or less and at five-foot intervals for land areas with a slope of greater than 5%. Contour lines must extend 10 feet on all sides. _____

15. Datum to which contour elevations refer _____

16. Benchmarks _____

- 17. Existing physical features to include:
 - a. Watercourse, culverts, bridges and drains _____
 - b. Buildings, sewers, water mains and fire hydrants, water wells and septic facilities _____
 - c. Street and alleys on or adjacent to the tract, including name, right-of-way widths and cartway widths _____
 - d. Telephone conduit line, electric power transmission lines, petroleum product lines and other significant man-made features _____

18. If the proposed subdivision or a part thereof, is located in a designated floodplain, base flood elevation data shall be contained in the plan _____

19. Location, Name and Width of all proposed streets and roads cartways, showing the courses and distances traversed by the center line of each. _____

20. All rights-of-way, easements and the purposes for which they are to be established. _____

21. Lot lines of all parcels _____

22. Building lines _____

23. A plan showing all areas that would meet the standards for reservations of ground for recreation _____

24. A plan of the proposed water distribution system, size of water pipes and location of valves and fire hydrants, or a plan showing the location of individual wells. _____

25. A plan of the proposed sanitary sewerage system, with appropriate planning module submitted, or a plan, where required, showing the proposed location and type of on-lot sewage disposal facilities. _____

26. Where the preliminary plan covers only a part of the subdivider's entire holding, a sketch shall be submitted of a prospective street layout of the remainder of the land. _____

27. Street profiles showing existing ground elevations and proposed center-line street grades _____

28. Subsurface condition of the tract _____

- 29. Typical cross sections of roadways _____
- 30. Construction drawings and plans for storm sewers _____
- 31. Grading Plan _____
- 32. Draft of protective covenants, if any _____
- 33. Timeline for phasing _____
- 34. Construction Sequence _____
- 35. Traffic Impact Study _____

Please review this checklist with your surveyor/engineer for completeness, prior to submission.
Please note, if ALL THE REQUIREMENTS ARE NOT COMPLETE, YOUR SUBMISSION WILL NOT BE PLACED ON AN AGENDA.

DATE: _____ SUBMITTED BY: _____

ENGINEER/SURVEYING COMPANY NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

EMAIL ADDRESS: _____