

CHECKLIST #2 - PRE-APPLICATION MEETINGS AND CONCEPT REVIEW

The applicant shall submit to the Administrative Officer six (6) blue-line or photocopies of conceptual plan. The scale of all plans shall be sufficient to clearly show all of the information required and shall be subject to the approval of the Administrative Officer. At a minimum, the following information shall be provided:

1. Concept Plans - A map or plan of the subdivision parcel showing the following information:

1. ___ Name of the proposed subdivision
2. ___ Name(s) and address(s) of property owner(s) and applicant(s)
3. ___ Date of plan preparation, with revision date(s) (if any)
4. ___ Graphic scale and true north arrow
5. ___ Plat and lot number(s) of the land being subdivided
6. ___ Zoning district(s) of the land being subdivided. If more than one district, zoning boundary lines must be shown
7. ___ Perimeter boundary lines of the subdivision, drawn so as to distinguish them from other property lines
8. ___ Area of the subdivision parcel(s) and proposed number of buildable lots, dwellings or other proposed improvements
9. ___ Location and dimensions of existing property lines within or adjacent to the subdivision parcel, easements and rights-of-way
10. ___ Location, width and names of existing streets within and immediately adjacent to the subdivision parcel
11. ___ Names of abutting property owners and property owners immediately across any adjacent streets
12. ___ Location of wooded areas, open meadows, significant wildlife habitats, tree lines, hedgerows and/or stone walls and notation of existing ground cover
13. ___ Location of wetlands, watercourses or coastal features present on or within 200 ft. of the perimeter of the subdivision parcel

14. ___ Areas of agricultural use, existing or potential (Article II)
15. ___ Approximate topography including notation of scenic views to, from or within the parcel.
16. ___ Location and approximate size of existing buildings or significant above-ground structures on or immediately adjacent to the subdivision and proposed buildings or structures within the subdivision
17. ___ Proposals, if any, for connection with existing water supply and sanitary sewer systems or a notation that wells and Onsite Wastewater Treatment Systems (OWTS) are proposed
18. ___ Provisions for collecting and discharging stormwater
19. ___ Location of community landmarks, historic cemeteries, historic structures within or immediately adjacent to the subdivision parcel(s)
20. ___ Proposed improvements including streets, lots, lot lines, with approximate lot areas and dimensions. Proposed lot lines shall be drawn so as to distinguish them from existing property lines.
- 21.-- Location, dimension & area of any land proposed to be set aside as Open Space (if any).

2. Supporting Materials - The applicant shall submit to the Administrative Officer ten (11) copies of a narrative report providing a general description of the existing physical environment and existing use(s) of the property along with a general description of the uses and type of development proposed by the applicant. The narrative report shall include reduced copies of all plans required in No. 1 above plus the following:

1. ___ An aerial photograph or a blue line copy of an existing aerial photograph of the proposed subdivision parcel and surrounding area
2. ___ A copy of the soils map of the subdivision parcel and surrounding area, and a general analysis of soil types and suitability for the development proposed
3. ___ An estimate of the approximate population of the proposed subdivision
4. ___ Filing Fee - \$100 for Minor and \$200 for Major.