

MAJOR SUBDIVISION PRELIMINARY REVIEW

DRB CHECKLIST:

1. Date of last sketch plan review:
(within 8 months of scheduled Preliminary Review)

Provided by Applicant prior to hearing:

- _____ Application, completed and signed, with payment
- _____ (2) Full size paper sets of the proposed plat
- _____ (5) 11 by 17 inch copies of the proposed plat
- _____ (2) Copies of the application and any additional information
- _____ A set of plain envelopes, addressed, and stamped for all adjacent property owners.
- _____ The checklist for the Major Subdivision

The following information must be submitted for the application for Minor Subdivision – Final Plat Review: *[Please see Section 3.2 of the Subdivision Regulations for a complete description of the submission requirements]*

A. Major Subdivision - Preliminary Plat Review

- _____ Identifying title for the proposed subdivision
- _____ the name of the municipality
- _____ the name and address of the owner of record and designer of project
- _____ survey with the name, license number and seal of the licensed land surveyor
- _____ the boundaries of the subdivision and its general location in relation to existing streets or other Landmarks
- _____ Location of property lines, existing easements, and buildings and number of acres by lot (lot 1 being existing residence or major lot)
- _____ Location of site features such as woodlands, primary agricultural soils, slopes, etc.
- _____ Location and size of existing sewer and water mains, culverts, and drains
- _____ Location, names, and present widths of existing and proposed streets, easements, building lines, alleys, parks, public open space, etc.
- _____ Contour lines of at least 5 foot intervals
- _____ Typical cross sections of proposed grading and roadways and sidewalk, and, if requested, sections and profiles of the roadways
- _____ scale
- _____ date
- _____ true north point
- _____ Street names and lines, pedestrian ways, lots, reservations, easements, and areas to be dedicated to public use
- _____ Sufficient data to determine the location, street line, lot line, boundary line – to reproduce such lines upon the ground
- _____ Means of providing water supply
- _____ Means of on-site disposal of septic wastes
- _____ Provisions for collecting and discharging storm drainage – drainage plan
- _____ Preliminary designs of required bridges or culverts

- _____ Proposed lot lines with approximate dimensions and suggested building locations or envelopes
- _____ Location of temporary markers
- _____ All parcels of land proposed to be dedicated to public use
- _____ Erosion control measures – as needed
- _____ List of requested waivers
- _____ Site plan – per site plan review provisions of Huntington Zoning Regulations – where applicable
- _____ Proposed utility system design
- _____ Any additional information, documents or showings requested at Sketch Plan Review

B. Location Map

- _____ Site location map drawn to scale, showing proposed subdivision in relation to adjacent properties and the general surrounding area
- _____ Entire parcel being subdivided
- _____ [As appropriate] Proposed streets, easements, open spaces, pedestrian ways, building lines and alleys – per the proposed subdivision and to adjacent properties
- _____ Outline of subdivision with street system and future street system for remaining portion of parcel [if preliminary plat covers part of owner’s holding]