

PRELIMINARY PLAN REQUIREMENTS CHECKLIST

Plan Requirements: √ = Item is Included

- _____ 1. The plan shall be a clear, legible black or blue line print on white paper, or suitable equivalent.
- _____ 2. Maximum sheet size is 24" x 36". For small subdivisions, an alternate sheet size will be accepted.
- _____ 3. The plan scale is based on the following:
- (1) If the average size of the proposed lots (not including residue) is 5 acres or smaller, the plan scale shall be one (1) inch equals one hundred (100) feet (1" = 100').
 - (2) If the average size of the proposed lots (not including residue) is between 5 acres and 50 acres, the plan scale shall be one (1) inch equals two hundred (200) feet (1" = 200').
 - (3) If the average size of the proposed lots (not including residue) is over 50 acres, the plan scale shall be one (1) inch equals four hundred (400) feet (1" = 400').
- _____ 4. The proposed subdivision name or identifying title.
- _____ 5. The tax map and parcel number of parent tract.
- _____ 6. North point, scale and date.
- _____ 7. A title/certification block, containing:
- (a) Name and address of owner of property and acknowledgement of subdivision.
 - (b) Name and seal of registered design professional responsible for the plan.
 - (c) Certificate of review and approval by the Clarion County Planning Commission, including signature block for the Chairman, Secretary or Staff, as appropriate.
- _____ 8. Tract boundaries with bearings and distances and total acreage being subdivided.
- _____ 9. Existing zoning districts, if any.
- _____ 10. For major subdivisions, contours at vertical intervals of five (5) feet or, in the case of relatively level tracts, at such lesser intervals as may be necessary for satisfactory study and planning of the tract. Where reasonably practicable, data shall refer to known, established elevations.
- _____ 11. All existing watercourses, lakes or ponds, floodways, floodplains, identified wetlands, caverns or sinkholes.
- _____ 12. All existing buildings, sewers, water mains, culverts, petroleum or petroleum projects lines, fire hydrants and other significant man-made features.
- _____ 13. All existing streets, sidewalks, or alleys on or adjacent to the tract, including name, right-of-way width and pavement width.

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- _____ 14. All existing property lines, easements and rights-of-way, and the purpose for which the easements or rights-of-way have been established.
- _____ 15. Location, name and width of all proposed streets, alleys, rights-of-way, and easements; proposed lot lines with approximate dimensions; playgrounds, public buildings, public areas and parcels of land proposed to be dedicated or reserved for public use.
- _____ 16. Names of owners of all adjacent unplotted land and the names of all adjacent subdivisions.
- _____ 17. Where the preliminary plan covers only a part of the developer's entire abutting lands, a statement on eventual development of those lands, including a sketch of prospective eventual street layout.
- _____ 18. For major subdivisions, any areas where non-agricultural earth disturbance will occur, including estimated acreage of disturbance.
- _____ 19. A map to locate the site to be subdivided at a scale of not more than 1" = 2,000' (e.g. drawn on a copy of a 7.5 minute USGS quadrangle map).
- _____ 20. Notice of the Department of Transportation's requirement for a Highway Occupancy Permit.

The preliminary plan shall also include therein or be accompanied by:

1. All required permits and related documentation from the Department of Environmental Protection, the Pennsylvania Department of Transportation, (particularly as related to Highway Occupancy permits under Section 508(6) of the Pennsylvania Municipalities Planning Code) and any other Commonwealth Agency, or from the County or municipality were any alteration or relocation of a stream or watercourse is proposed.
2. Documentation indicating that all affected adjacent municipalities, the Pennsylvania Department of Environmental Protection, the Department of Community and Economic Development, and the Federal Insurance Administrator have been notified whenever any alteration or relocation of a stream or watercourse is proposed.
3. Copies of the proposed deed restrictions, if any, shall be attached to the preliminary plan.
4. Proposed cross-sections, profiles and details of any new proposed streets, sewer or waterlines, or storm sewer facilities.
5. Stormwater Management Plan (2 copies).
6. Erosion and Sedimentation Control Plan (2 copies).

Turn page over for additional information.