

MASTER PLAN REQUIREMENTS

A Professional Engineer, Land Surveyor, Architect, Landscape Architect, or Professional Planner may prepare the Master Plan. The following information shall be shown on the plan for information and discussion purposes unless not applicable or specifically waived by the Subdivision Administrator*. **If the Master Plan does not contain the required items by the submittal deadline, the application will be considered incomplete and the plan will not be presented to the Planning Board.** Combined Master and Development Plans must be prepared in accordance with the Development Plan Requirements provided by the Planning Department. More information about Master Plans can be found at Section 42-309 in the Land Development Code. For each item below, please indicate whether the requested information has been provided

General Legend

Yes	No	
___	___	Scale (written and graphic): Scale for full-sized and reduced copies should be appropriate to clearly depict property
___	___	North arrow
___	___	Owner's and applicant's name(s) and address(es)
___	___	Vicinity map

If no was checked for any above, please explain: _____

Title Block

Yes	No	
___	___	Project name
___	___	Title of map (must state "Master Plan")
___	___	Date
___	___	Name, title, address, and phone number of individual, firm, or corporation preparing the plan

If no was checked for any above, please explain: _____

Plan Details

Yes	No	
___	___	Contours at maximum of twenty-foot (20') intervals
___	___	Location of existing ponds, lakes or watercourses with direction of flow
___	___	Boundaries of the proposed project
___	___	Approximate location of the 100-year flood hazard line, if applicable
___	___	Location of existing street/roads, bridges, culverts, utilities, or other major elements affecting the property
___	___	Water supply watershed boundaries, zoning district lines, fire district boundaries and municipal, county, state boundaries (except townships lines), if applicable
___	___	General layout of proposed road system

- General lot layout
- Location of utility sites (if known)
- Adjoining property owners, subdivisions and farmland preservations districts clearly indicated
- Proposed project phasing lines, if applicable
- All land with slopes of 60 percent or greater clearly shown, if applicable

Project summary containing the following information:

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Total project area in acres |
| <input type="checkbox"/> | <input type="checkbox"/> | Density of proposed project (units/acres) |
| <input type="checkbox"/> | <input type="checkbox"/> | Number of proposed lots/units by type |
| <input type="checkbox"/> | <input type="checkbox"/> | Approximate length of road system (public; private) |
| <input type="checkbox"/> | <input type="checkbox"/> | Type of Water system _____ (public/private/individual) |
| <input type="checkbox"/> | <input type="checkbox"/> | Type of Sewer system _____ (public/private/individual) |
| <input type="checkbox"/> | <input type="checkbox"/> | General Layout of proposed Water and/or sewer system |

If no was checked for any above, please explain: _____

Conservation Subdivision (Option)

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Percentage of total acreage in open space in project summary |
| <input type="checkbox"/> | <input type="checkbox"/> | Primary conservation areas clearly identified |
| <input type="checkbox"/> | <input type="checkbox"/> | Secondary conservation areas clearly identified |

Other Master Plan Application Requirements

The following information or other items shall be provided or otherwise addressed in writing by the submittal deadline of the application for Master Plan approval unless not applicable or specifically waived by the Subdivision Administrator*, otherwise the application will be considered incomplete and will not be presented to the Planning Board.

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Application Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Fee |
| <input type="checkbox"/> | <input type="checkbox"/> | Master Plan (4 full-sized copies and 1 reduced copy). Additionally, please submit digital copies of the plans to planning staff, if possible. |

If no was checked for any above, please explain: _____

**Any waived item(s) must be documented on a waiver form provided by Staff*

Application completed and submitted by: _____ Date: _____

COUNTY USE ONLY

Received by: _____ Date _____

Comments: _____
