

APPENDIX G
Preliminary Plan Application Checklist

Name of Application _____

Minimum Application Requirements

The following checklist contains the minimum information required for a Preliminary Plan to be officially accepted for review by the Township. **Section 304 should be consulted for detailed descriptions on required information.**

Drafting Standards (Section 304.C.1)

- Scale of one inch equals 50 feet.
- Dimensions in feet, degrees, minutes and seconds.
- Sheets are numbered, showing relationship to total number.
- Legend indicating existing and proposed features.
- Sheets no smaller than 24 inches by 36 inches and no larger than 34 inches by 44 inches.
- Key map for plans requiring more than one sheet.
- For re-submissions, plan revisions are clearly numbered.
- Boundary indicated as a solid heavy line.
- Plan or survey prepared and certified by a registered engineer, surveyor or landscape architect.

Basic Information (Section 304.C.2)

- Name, address and phone number of applicant and landowner of the tract.
- Name of proposed subdivision or land development and township in which it is located.
- Name, address and phone number of engineer, surveyor, or landscape architect responsible for plan.
- Statement identifying plan as “preliminary.”
- Tract boundaries with tax parcel numbers and exact acreage.
- North Arrow.
- Location map.
- Date of preparation and any subsequent revision dates.
- Zoning district and requirements.
- Proposed open space and/or recreation areas.
- Note on plan indicating any waivers for noncompliance with township ordinances and reason for requesting waiver.

Existing Resources and Site Analysis Plan (Section 304.C.3)

- Features to include: topography, contours, soil types, steep slopes, ponds, streams and flood plains, wetlands, wooded areas, hedgerows and other significant vegetation, ridgelines, watershed boundaries, drainage basins and sub-basins, existing structures, utility easements and rights-of-way, and land protected under conservation easements.
- Alluvial soils.
- Soil series, types and phases.
- High groundwater areas delineated as required in Section 403 of the East Pikeland Zoning Ordinance.
- Viewshed analysis.
- Geologic formations and fault zones.
- French Creek Scenic River Corridor.

Natural Features including:

- Contour lines of not more than two-foot intervals; 10 foot intervals interpolated from U.S. G. S. published maps permissible beyond parcel boundaries.

- Steep slopes in the following two ranges: 15 to 25 percent and 25 percent and greater.
- Areas within the Flood Plain Conservation District (floodway, flood fringe, approximated flood plain).
- Watercourses, lakes, ponds, or other water features.
- Riparian buffers.
- Wetlands and wetland margins. Wetlands delineation, prepared in accordance with Section 304.C.7.b.13.
- Soil types and boundaries, hydric and alluvial soils to be specifically depicted; table listing soil characteristics.
- Existing vegetation by type: woodlands, hedgerows and specimen vegetation, tree masses, tree lines, freestanding trees above six inches dbh, wetland vegetation, pasture, cropland, orchards, permanent grass land, old fields, and any other notable vegetative feature.

Existing Man-Made Features including:

- Locations and dimensions of existing streets, roads, railroads, buildings, structures and utilities.
- Locations of historically significant areas, sites or structures on the tract.
- Location of recreational areas and trails that have been in public use.
- Any easements, deed restrictions, rights-of-way, or any other encumbrances upon the land, including location, size and ownership.
- Location and size of existing sanitary sewer and storm drains; utilities, both above and below ground.

Four Step Design Process for Residential Design Options in all Residential zoning districts.

Consult Section 304.C.5 of this Ordinance for full description of the four-step design process. Four separate sketch maps indicating the findings of each step of the design process are required:

- Step 1: Delineation of Greenway lands, including calculations of minimum required percentage and acreage of open space lands.
- Step 2: Location of House Sites using proposed open space land as base map.
- Step 3: Alignment of Streets and Trails providing for vehicular and pedestrian traffic.
- Step 4: Lot Lines to delineate boundaries of individual residential lots.

Site Design and Layout Plan (Section 304.C.7)

Layout and dimensions of proposed lots, including, but not limited to:

- Location map at a scale of not less than 2000' to one inch, showing adjoining properties within 1000'.
- Proposed lot lines with approximate dimensions, lot areas and setback lines.
- Total tract boundaries, showing bearings and distances along all existing rights of way within and adjacent to the tract.
- Total acreage of the tract.
- Location and elevation of the datum to which contour elevations refer.
- Applicable setbacks shown on each lot.
- Adjacent properties labeled with property owner, location and dimension of any streets or rights of way easements.
- Location and size of proposed sanitary sewer and storm drains, fire hydrants, water mains and other utilities, both above and below ground.
- Proposed location of on-lot sewage disposal system and/or on-lot wells.
- Location and width of streets and rights of way; street cross-sections.
- Existing and proposed street and utility easements.

- Lot numbers labeled.
- Statement of intended use of all non-residential lots.
- Location and dimensions of proposed parks, trails, playgrounds and other open space areas.
- Location of existing vegetation to be retained and proposed shade trees.
- Any proposed improvements requiring a permit from the Army Corps of Engineers or PA Department of Environmental Protection shall be so indicated.
- Proof of any variance or special exception that may have been granted.
- Per Section 419.J, if on-lot sewage is proposed, percolation test pit locations shall be indicated on the plan.

Supplementary Data to Accompany Preliminary Plan

- Preliminary Erosion and Sediment Control Plan prepared in accordance with Chapter 22, Grading, Erosion and Sediment Control and Stormwater Management, of the Code of Ordinances of the Township of East Pikeland.
- Preliminary Stormwater Management Plan prepared in accordance with Chapter 22, Grading, Erosion and Sediment Control and Stormwater Management, of the Code of Ordinances of the Township of East Pikeland.
- Preliminary Construction Improvements Plan prepared in accordance with Section 306.C.
- All Impact studies required by Section 306.D.
- Preliminary Landscaping and Buffering/Screening Plan prepared in accordance with Section 1709 of the East Pikeland Zoning Ordinance.

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