

# SKETCH PLAN

## APPENDIX B PLAN CHECKLISTS

### MAJOR SUBDIVISIONS AND / OR LAND DEVELOPMENT CHECKLIST

**ORDINANCE  
SECTION**

**YES**

**NO**

**REQUIRED INFORMATION: DOES THE PLAN HAVE:**

4.3.A.1.	_____	_____	Name and location of Subdivision or Land Development
4.3.A.2.			<b>NAMES AND ADDRESSES OF EVERY:</b>
4.3.A.2(a)			Landowner, legal and equitable, if any
4.3.A.2(b)			Developer
4.3.A.2(c)			Individual responsible for preparing the Sketch Plan
4.3.A.3.			Location Map
			<b>GENERAL INFORMATION:</b>
4.3.A.4.			North arrow
4.3.A.4(a)			Graphic Scale of 1" equals 50 feet or 1" equals 100 feet
4.3.A.4(b)			Date of Plan
4.3.A.4(c)			Site boundaries
4.3.A.4(d)			Boundaries with all adjoining properties with names of adjoining landowners
4.3.A.4(e)			Deed Book Volume and Page with copy of most recent deed(s) included with submission
4.3.A.4(f)			Tax Map Parcel Number, Block and Lots
4.3.A.4(g)			<b>ZONING REQUIREMENTS:</b>
4.3.A.5.			Applicable District
4.3.A.5(a)			Minimum lot size, lot-width and setback requirements. Maximum building coverage and impervious coverage
4.3.A.5(b)			
			<b>PROPOSED LAYOUT:</b>
4.3.A.6.			Total acreage of site
4.3.A.6(a)			Proposed general lot layout
4.3.A.6(b)			Proposed general street layout and linear feet of new streets
4.3.A.6(c)			Rights-of-way, Restrictive Covenants and easements for all drainage, utilities and other purposes which might affect development
4.3.A.6(d)			Number of units and types of buildings proposed
4.3.A.6(e)			Open space and recreation areas
4.3.A.6(f)			Tax Assessment Map showing contiguous holdings of landowner and developer
4.3.A.6(g)			Plan drawings at a size of 18" x 24", 24" x 36" or 36" x 48"
4.3.A.7.			

**SUPPLEMENTAL INFORMATION: DOES THE PLAN SHOW:**

4.3.B.1.			<b>LOCATION OF ALL NATURAL FEATURES ON THE SITE:</b>
4.3.B.1(a)			Contour lines and slope information as required
4.3.B.1(b)			Watercourse, lakes and wetlands, including 100-year flood boundary

**ORDINANCE  
SECTION**

**YES**

**NO**

4.3.B.1(c) \_\_\_\_\_

Location and extent of various soils with U.S. Soil Conservation Service classifications for each

4.3.B.1(d) \_\_\_\_\_

Wooded areas and tree masses

4.3.B.2. \_\_\_\_\_

**LOCATION OF EXISTING MAN-MADE FEATURES:**

4.3.B.2(a) \_\_\_\_\_

Street names and rights-of-way widths on the site or immediate adjacent tracts

4.3.B.2(b) \_\_\_\_\_

Existing lot layout and immediate adjacent tracts

4.3.B.2(c) \_\_\_\_\_

Historical sites or structures including names and descriptions

4.3.B.2(d) \_\_\_\_\_

Sewer lines, waterlines, stormwater pipes, drains and culverts

4.3.B.2(e) \_\_\_\_\_

Utility easements and Restrictive Covenants and easements for purpose which might affect development

4.3.B.3. \_\_\_\_\_

Letter of intent explaining the concept of the proposed Subdivision or Land Development be included with the Sketch Plan

**APPLICANT:**

Name (print): \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: THE TOWNSHIP MAY REQUIRE THE SUBMISSION OF ADDITIONAL COPIES OF THE PLAN AND OTHER INFORMATION.**



## INSTRUCTIONS FOR RECORDING PLANS

1. Take the mylar and at least one paper print to the Lehigh Valley Planning Commission (LVPC) for their signature. As of April 20, 2005, the LVPC will retain one fully signed paper print for their files. They will no longer make their copy from the mylar. The LVPC is located south of the Lehigh Valley International Airport at 961 Marcon Boulevard, being the southwest corner of the Postal Road and Marcon Boulevard intersection. The LVPC office is on the 3<sup>rd</sup> floor, Suite 310, (610-264-4544).
2. According to the Lehigh County Recorder of Deeds Office, all Subdivision, Development and Condo Maps will be scanned and will no longer accept "courthouse mounts". A paper copy of the original map will be required, and the width shall be no more than 40 inches (40"). Please call the Recorder of Deeds Office should you have any questions on plan recording at 610-782-3167.
3. After the plan is recorded, submit the following to the Salisbury Township Planning Office:
  - a. Recorder's Receipt from the Lehigh County Recorder of Deeds Office
  - b. Three (3) prints of the executed final approved plan
  - c. The executed Mylar