

PRELIMINARY PLAN SUBMISSION CHECKLIST

FILE NO.: _____

PLAN TITLE: _____

PLAN DATE: _____

PLAN TO BE REVIEWED AS: PRELIMINARY FINALPLAN TYPE: LAND DEVELOPMENT SUBDIVISION

REQUIREMENT	LOCATION / SHEET NO. <i>(if applicable)</i>	PROVIDED		
		YES	NO	N/A
Ten (10) Sets of Plans				
Two (2) Electronic Plan Copies ⁽¹⁾				
Three (3) Legible Copies of the Current Deed(s) and/or Contract for Purchase				
Drawing List (as separate block) on Title Sheet				
Plan Scale: 0 – 25 Acres 1" : 50' > 25 Acres 1" : 100'				
Bearings and distances for entire property to be subdivided				
Sheet Size: Minimum 17" x 22" Maximum 34" x 44"				
Key Map				
Title Block: Name & address of property owner, applicant, and engineer/ surveyor on plans <i>(see Sample Title Block)</i>				

PRELIMINARY PLAN SUBMITTAL CHECKLIST

FILE NO.: _____

REQUIREMENT	LOCATION/SHEET NO. (if applicable)	PROVIDED		
		YES	NO	N/A
Notarized signature of owner(s) acknowledging his/her authorization of the subdivision or land development on Application and Record Plans				
Name of municipality and name of subdivision or development on Plans and Application				
Date, scale and north arrow on Plans				
Total acreage of the tract on the Plans				
Location map relating subdivision or land development to at least three (3) township intersections on the plans				
Zoning requirements or requirements of any other applicable Township Ordinance or Resolution on the plans.				
Existing Features Inventory ⁽²⁾ (see SALDO Section 401.C)				
Wetland Study				
Historic Feature (see Zoning Ordinance – Article IX)				
Proposed Improvements Plans (Grading Plan, Utility Plan, Erosion and Sedimentation Control Plan, etc.)				
Stormwater Management Plan and Report				

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REQUIREMENT	LOCATION/SHEET NO. (if applicable)	PROVIDED		
		YES	NO	N/A
Environmental Impact Assessment (see SALDO Section 401.D.24)				
Transportation Impact Analysis (see SALDO Section 401.C)				
Pennsylvania Department of Environmental Protection Sewage Facilities Planning Modules				

(1) Applicants submitting to Schuylkill Township a Preliminary Plan application for a proposed subdivision or land development are also required to submit two (2) copies of the preliminary plan in an electronic format. In addition to the preliminary plan, an aerial view of the property that includes at least existing natural features, riparian buffers, flood hazard areas, and existing features within 400 feet of the property should be part of the electronic (i.e., a .pdf or PowerPoint document) submittal.

The applicant shall also use the electronic version of the plan when making their presentation to the Schuylkill Township Planning Commission and the Schuylkill Township Board of Supervisors at their respective meetings. Electronic plan information may be submitted utilizing a DVD disk or thumb drive. (October 4, 2013)

(2) Aerial photograph **may** be accepted on approval by the Schuylkill Township Board of Supervisors for certain natural features.