

**CONCORD TOWNSHIP****PRELIMINARY PLAN CHECKLIST****For Subdivision and/or Land Development Plans - Processing and Review**

\_\_\_\_\_  
Name of Subdivision and/or Land Development

Application No. \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant

Date of Filing \_\_\_\_\_

## Preliminary Plan Requirements

## Concurrence

## Comments

Yes

No

NA

**Article V §160-23 - PRELIMINARY PLAN REQUIREMENTS****Article V §160-23 - PRELIMINARY PLAN REQUIREMENTS**

A. A Preliminary Plan shall reflect the following drafting standards:

1. The plan shall be drawn at a scale of no less than 1" = 50' unless the average size of the proposed lots of the subdivision is in excess of five (5) acres, in which case, a scale of not more than 1" = 100' may be used.
2. Each sheet shall be numbered and shall show its relationship to the total number of sheets.

B. The Preliminary Plan shall include the following:

1. A location map which highlights the location of the tract within the Township and depicts properties of abutting owners, adjoining and nearby roads, zoning district boundaries, and municipal boundaries within 1000 feet. The location map shall be drawn at the scale of 1" = 600'. In the case of development of a section of the entire tract, the location map shall show the relationship of the section to the entire tract.
2. Proposed subdivision or land development name or identifying title.
3. North arrow, date, and written and graphic scales.
4. Name, complete mailing address and telephone number of the applicant, landowner, developer and the authorized agent, if any.
5. Name, complete mailing address, signature and seal of Engineer, Surveyor, Landscape Architect, Land Planner or Architect responsible for having prepared the plans forming a part of the Preliminary Plan and any other documents or submissions forming a part of the Preliminary Plan.

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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-23 - Cont'd.</b></p> <p>6. Tract boundaries, with dimensions, bearings and distances, and the source of boundary information such as deed, survey or existing recorded plans.</p> <p>7. When the Preliminary Plan includes only a portion of a landowner or developer's entire tract or such portion is contiguous to another tract of the landowner or developer, the dimensions, metes and bounds of the balance of such entire tract or other tract, shall also be shown.</p> <p>8. Names of abutting owners, and tax parcel numbers.</p> <p>9. Zoning on and adjacent to the tract, including notes regarding the relevant area and bulk regulations for each zoning district that pertains to the tract, with an indication of conformance to same, such as the percent of any lot area covered by impervious surfaces and the percent of any lot covered by buildings.</p> <p>10. If the Flood Plain Conservation District overlays the tract, floodway areas and floodway fringe areas shall be accurately and conspicuously delineated, depicted and noted as described in Article XX of Chapter 210, Zoning, and shown on the Flood Plain Conservation District Map. Such delineation and notation shall include graphic symbolism to distinguish the floodway area and the floodway fringe area.</p> <p>11. The use(s) proposed in the Concord Township Comprehensive Plan which pertain to the tract.</p> <p>12. Existing contours at vertical intervals of two (2) feet based on contour information derived from an actual topographic survey for the property, due evidence of which may be required by the Planning Commission including the date and source of the contours. Slopes shall be accurately and conspicuously directed as follows:</p> <p>a. Very steep slopes (25%+) and steep slopes (15-25%) shall be shown for all portions of the tract on the basis of a two (2) foot contour interval.</p> <p>b. The plan shall also include a legend which clearly differentiates between such Steep and Very Steep Slopes specified in §160-49.</p>				
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	Concurrence	Comments
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Preliminary Plan Requirements				
	Yes	No	NA	
<p><b>ARTICLE V §160-23 - Cont'd.</b></p> <p>13. Datum to which contour elevations refer and reference to known, established benchmarks and elevations.</p> <p>14. All existing surface water resources, such as watercourses, wetlands, ponds and springs; and other natural drainage features.</p> <p>15. Existing tree masses, hedgerows and freestanding trees of twelve (12) inches in caliper or greater, indicating which are to be removed and which are to remain. The edge of the woodland to remain shall be shown as a scalloped line. In addition, the types of vegetation associations which exist on the tract shall be noted in terms of their species, type and sizes.</p> <p>16. Soil types as identified in the <u>Soil Survey of Chester and Delaware Counties</u>, including a table listing the soil characteristics pertaining to slope, depth to seasonal high water table and depth to bedrock, flood hazard potential, and limitations for septic filter field.</p> <p>17. Location of existing man-made features such as: buildings and their uses, driveways, wells, sewer lines, septic tanks and other on-lot sewage disposal systems, storm drains, culverts, bridges, utility easements, utility poles, water lines and mains, fire hydrants and other significant man-made features within the lot, and the approximate location of such features within one hundred (100) feet of the lot (this includes properties across streets).</p> <p>The Applicant is urged to use existing aerial photography available from the Delaware County Planning Department, existing community facilities and utilities data from the Comprehensive Plan; data from the U.S. Geological Survey Quadrangle maps; and other available information.</p> <p>18. All existing streets, on or adjacent to the tract, including name, right-of-way width and cartway width. Show names and state route numbers and Township street names and numbers. (Refer to Appendix)</p>				

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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	

**ARTICLE V §160-23 - Cont'd.**

- 19. The functional classification of the street(s) or highway(s) adjoining the tract as defined on Figure 4 of the Comprehensive Plan. (Refer to Appendixes)
- 20. All existing property lines, easements and rights-of-way, and dimensions, bearings and distances for same, and the purpose for which such easements or rights-of-way have been established.
- 21. Total acreage of the tract and the gross and net acreage of individual lots proposed therein; and, the number of lots, dwelling units, buildings, other structures, and all uses proposed.
- 22. Proposed lot lines with dimensions, lot numbers in consecutive numerical order, proposed minimum setback areas, and the proposed buildable area (using a dashed line to reflect the minimum yard and setback requirements). Where a buildable area is shown on a plan as extending into a Flood Plain Conservation District, or any other area which may involve a Conditional Use or Special Exception, those portions of the buildable area extending into any such areas shall be delineated, depicted, and otherwise noted on all plans in an accurate and conspicuous manner to disclose the specific uses which may occur in such areas.
- 23. Proposed location and method of water supply and sanitary sewage disposal on each lot.
- 24. An identification of the historic resources associated with the lot such as areas, structures and/or routes and trails which are significant. Areas, structures and/or routes and trails included on the National Register of Historic Places, the Pennsylvania Inventory of Historic Places and the Historic American Building Survey and any which may be identified in the Comprehensive Plan shall be identified.
- 25. In the case of a land development, the following additional requirements shall apply:
  - a. Location, alignment and width of all proposed streets, driveways, rights-of-way and easements, the identification of street names (as provided in § 160-39) and the purpose for which private rights-of-way or other easements are proposed.

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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<b>ARTICLE V §160-23 - Cont'd.</b>				
b. Building locations and parking areas when applicable,				

<p>preliminary provisions for traffic control, loading areas and docks, lighting, signage, curbing and other proposed site structures.</p> <p>c. A Preliminary Landscaping Plan depicting proposed street trees, buffer area plantings and other plantings as required, in accordance with the landscaping design standards of Article VIII.</p> <p>d. A Preliminary Lighting Plan depicting proposed light standards, locations, height, cut off angle and illumination value in accordance with §210-200C.</p> <p>e. A schematic diagram of the proposed method for stormwater management.</p> <p>f. Proposed method of water supply and sanitary sewage disposal for each lot and a schematic layout of water lines, sewer lines and capped sewers when applicable.</p> <p>g. A plan depicting recreational and open space areas with acreages.</p> <p>h. Location and description of all off-site improvements.</p> <p>C. The Preliminary Plan shall also be accompanied by the following:</p> <ol style="list-style-type: none"> <li>1. A copy of the deed for the subject tract.</li> <li>2. A statement on the plan of the types of buildings, other structures and/or dwelling units proposed to be constructed, indicating whether same will be of uniform construction or different in design, and whether same will be custom or production styled. The statement is to be accompanied by an elevation drawing of the proposed buildings or dwellings units.</li> <li>3. A preliminary phasing schedule, if applicable, for the proposed sequence of the subdivision and/or land development. The phasing schedule shall indicate the order in which construction activities will occur. Phases shall be shown on the Stormwater Management Plan required by §148-16 of Chapter 148 Stormwater Management (See Appendix F)</li> </ol>				
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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-23 - Cont'd.</b></p> <p>4. A Planning Module for Land Development as required by Act 537 of 1967, known as the "Pennsylvania Sewage Facilities Act".</p>				

<p>5. A written report indicating the feasibility for public water supply and sanitary sewage disposal. Whenever on-lot systems are proposed, the feasibility report shall reflect the following:</p> <p>a. With regard to water supply, there shall be an objective description of the ability of achieving a reliable, safe and adequate water supply for an individual or community well, whenever such well is proposed, within the capacity of available resources. The description shall reference geologic and hydrogeologic data relative to groundwater conditions and potential yields. In addition to such information regarding water supply, the description shall indicate the demand for water from the proposed subdivision and/or land development and its related uses and users.</p> <p>b. With regard to sanitary sewage disposal, there shall be an objective description of the ability of achieving a successful system for the disposal of sewage. The description shall reference soils data relative to limitations for septic tank, filter fields or other systems, and indicate various indices of suitability for such a system, such as permeability and depth to seasonal high water table. In addition, percolation test results shall be discussed and exhibited.</p> <p>6. When connection to public water and/or public sewer facilities is proposed, assurance of the availability of such service. This assurance shall be in the form of a letter signed by an officer of the company or authority concerned, indicating their ability and willingness to make such service available within the phasing schedule cited under §160-23C(3).</p> <p>7. A Preliminary Stormwater Management Plan, in accordance with §160-24.</p> <p>8. Whenever improvements are to be constructed or installed, a Preliminary Improvements Construction Plan in accordance with §160-25.</p>				
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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-23 - Cont'd.</b></p> <p>9. A Preliminary Construction Detail Plan, including such items as cross-sections, planting details, inlets, manholes, and similar improvements, as per §160-9J.</p> <p>10. A draft of any proposed covenants or restrictions upon or against the property, subject to the approval of the Township Solicitor.</p>				

<p>11. When the proposed tract involves a gas pipeline, petroleum products transmission line, electric power transmission line or any other pipeline or cable located thereon, a letter from the owner or authorized agent of such a facility indicating minimum setback distance requirements or a true and correct copy of the easement or grant of record shall be filed.</p> <p>12. When the Preliminary Plan includes only a portion of the entire or contiguous tract owned by the Applicant, a conceptual plan which shows the prospective future street system and other improvements of the remaining land shall be submitted when required by the Board of Supervisors.</p> <p>13. A list of all permits, agreements, approvals, clearances, and the like required to be obtained in connection with the proposed subdivision and/or land development and the Federal, State, County or other agencies, authorities and companies from which same are to be obtained.</p> <p>14. A draft of all other plans, documents and submissions which be terms of any Township ordinance, code or regulation may be required by the Board of Supervisors for Final Plan approval, shall be required in preliminary form and shall accompany and form a part of any Preliminary Plan when the Application Form for approval thereof is filed.</p> <p>15. If the Applicant is not the landowner, a notarized statement signed by the landowner indicating that the Applicant has the approval of the owner for submitting the subdivision and/or land development.</p> <p>16. Certification as to the accuracy of the plan and details of such plans shall be prepared in accordance with Act 367, of 1945 known as the "Engineer, Land Surveyor and Geologist Registration Law," P.L. 913, No. 367, 63 P.S. § 148 et. seq., as amended.</p>				
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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-23 - Cont'd.</b></p> <p>17. If the proposed lot(s) abuts on a street under the jurisdiction of the State, a note shall be added to the Preliminary Plan to indicate that a Highway Occupancy permit is required before a driveway or street can access a State highway.</p> <p>18. Historic Resource Study if property is, or within 300' of a historic resource, listed on Historic Resources Inventory, See Article XIXA Historic Preservation of The Code of the Township of Concord.</p>				

**ARTICLE V §160-24 - STORMWATER MANAGEMENT PLAN**

A Stormwater Management Plan, which shall accompany and become a part of the Preliminary and Final Subdivision and/or Land Development Plan, shall be drawn at the same scale as that of other plans forming a part of the Preliminary Plan and the Final Plan. The Stormwater Management Plan shall be filed as a separate sheet or drawing in addition to that submitted in accordance with §160-23 and §160-28. However, the information contained in said plan shall be added so as to overlay with that delineated in conformance with the requirements of §160-23 and §160-28, whereby the attributes of the proposal such as tract boundaries, existing and proposed contours, existing natural features, proposed subdivision and land development layout and the like are reflected. In addition to the foregoing and requirements of §148-16 of Chapter 148 (See Appendix F), the Stormwater Management Plan shall also include all proposed buildings, driveways, parking areas, and lot layout.

**ARTICLE V §160-25 - IMPROVEMENTS CONSTRUCTION PLAN**

Whenever improvements are proposed such as a new street or the upgrading of an existing street, the Improvements Construction Plan shall accompany and become a part of the Preliminary and Final Subdivision and/or Land Development Plans. Said Plan shall be drawn at a ten to one (10:1) ratio of horizontal to vertical scale, whereby the horizontal scale shall be at least fifty (50) feet to the inch and the vertical scale shall be five (5) feet. However, the horizontal scale may be forty (40) feet to the inch with a vertical scale of four (4) feet to the inch; or, twenty (20) feet to the inch and two (2) feet, respectively when directed by the Township Engineer. Said Plan shall be prepared by an Engineer, and shall show thereon, or be accompanied by the following:

A. On all plans, profiles and other sheets which depict the information required in this Section, the following shall be provided:

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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-25, cont'd.</b></p> <ol style="list-style-type: none"> <li>1. Proposed Subdivision and/or Land Development name or identifying title.</li> <li>2. North arrow, scale and date.</li> <li>3. Name of the landowner, developer and the authorized agent, if any.</li> <li>4. Name of the Engineer responsible for having prepared the plan(s), profile(s), cross-section(s), documents and/or other submissions forming the Improvement Construction Plan.</li> </ol>				



- B. The horizontal plan shall show details of the horizontal layout of streets, including:
1. Centerline with bearings, distances, curve data and stations corresponding to the profile.
  2. Right-of-way and curb lines with radii at intersections.
  3. Tie-ins by bearings and distances to intersections of all public streets, with the names and widths thereof.
  4. Location of all proposed monuments with references thereto.
  5. Property lines and ownership of abutting properties.
  6. Proposed lot lines, storm and sanitary sewers, water and other utility lines, and fire hydrants.
  7. Location and size of all drainage structures, public utilities, sidewalks, lighting standards, street name signs and other improvements.
- C. The profile shall be a vertical section of streets, with details of vertical alignment including:
1. Profiles and elevations at fifty (50) foot stations along the centerline of the existing ground surface and along both right-of-way lines as well as the profile of the nearest connecting streets for a distance of one hundred (100) feet beyond the boundary of the subdivision and/or land development.
  2. Profiles and percentage of grade along the proposed centerline; and elevations at fifty (50) foot intervals.

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Preliminary Plan Requirements	Concurrence			Comments
	Yes	No	NA	
<p><b>ARTICLE V §160-25 - Cont'd.</b></p> <ol style="list-style-type: none"> <li>3. The length of vertical curves, and elevations at twenty-five (25) foot intervals.</li> <li>4. Profile of any storm or sanitary sewer location under any proposed street, showing the length, size, grades, material, inverts and rim elevations of manholes and outlets.</li> </ol> <p>D. The cross section of streets prepared in accordance with the Design Standards and Requirements in Article 8, including:</p> <ol style="list-style-type: none"> <li>1. Right-of-way width and location and width of paving within the right-of way.</li> </ol>				

2. Type, thickness and crown of paving.
3. Type and size of curb, with detail of curb.
4. Grading of sidewalk areas.
5. Location, width, type and thickness of sidewalk, if required.

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