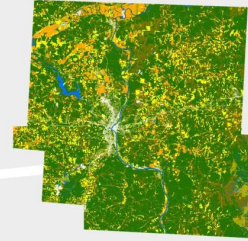


**Form 311 - Preliminary Plan for a Major Subdivision Checklist**

# Muskingum County Planning Commission



EST. 2005, Ohio Revised Code 713.22

**The preliminary plan shall contain the following information:**

Complete application form available from the planning commission.

Signed variance application form and fee set forth in the appendix (if applicable).

Copies of the preliminary plan containing all required information.

One set of conceptual subdivision improvement plans, provided that completed design drawings shall be required at a later time.

Proposed name of the subdivision, location by section, range, township or other survey.

Boundaries and acreage.

Name, address and telephone number of the owner, sub divider, professional surveyor and professional engineer with appropriate numbers and seals.

Date of survey, scale of the plat, north arrow, legend and a vicinity map of a scale not less than 2000 feet to an inch.

Name of adjacent subdivisions, owners of adjoining parcels, and location of common boundary lines, extended to 200 feet beyond the boundary of the subdivision.

Topographic contours with intervals no greater than 2 feet at 5% slope, no greater than 5 feet for slopes over 5% and less than or equal to 15%, and no greater than 10 feet for slopes greater than 15%.

Location, width, and names of existing streets, railroad rights-of-way, easements, parks, buildings, corporation and township lines; wooded areas, water courses, drainage patterns, and water bodies.

Topographic features within and adjacent to the plat for a minimum distance of 200 feet unless access to adjacent property has been denied the professional surveyor.

Location of floodways, floodplains, and a good faith effort to identify other potentially hazardous areas.

A good faith effort to identify the location of environmentally sensitive areas.

A good faith effort to identify the soil types, derived from the USDA Soil Survey.

A good faith effort to identify the layout, number, dimensions of each lot, and setback lines (a note listing setback dimensions may be added in lieu of showing setback lines if the plan will be made more legible).

Parcels of land reserved for public use or reserved by covenant for residents of the subdivision.

Point of ingress/egress or driveway locations and the distance to any existing driveway(s).

Type of water supply and wastewater disposal proposed, approximate locations and dimensions of all proposed utilities and sewer lines, easements, drainage tiles, water mains, or other underground utilities within the tract or adjacent thereto.

Known cemeteries, historical or archeological sites.

Copy of proposed covenants and restrictions, and a schedule outlining the order of development of each section or phase of the subdivision.

Statements of proposed use of lots, giving type and number of dwelling units and/or type of business or industry.

Conceptual plan for commercial and industrial development, showing proposed parking, loading areas, alleys, pedestrian walkways, streets, points of vehicular ingress/egress to the development and landscape features.

A drawing of all present and proposed grades and facilities for storm water drainage in cases where natural drainage is altered.

A feasibility study on sewer and water facilities.

Screening, buffering and/or noise abatement measures.

Typical cross-sections and centerline profiles for each proposed street, and preliminary engineering designs of any new bridges or culverts proposed in the project.

Other information, studies, items, or provisions deemed necessary or prudent to create buildable sites and to promote the public health, safety, and welfare.

*\*\*This checklist was developed by the Muskingum County Planning Commission pursuant to the Muskingum County Subdivision Regulations, Section(s) 311 – 313. This checklist, and its completion by the applicant, is intended only to serve as a guide for the Muskingum County Planning Commission process.*