

## SUBDIVISION OF LAND AND SITE PLAN REVIEW

### **APPENDIX D** **CONCEPT PLANS** **REQUIREMENTS CHECKLIST**

Blueprint copies of the Concept Plan shall be clearly legible, and shall include as a minimum the following information. Additional information may be requested by the Town Planner or Planning Commission.

**A. TITLE BLOCK:**

1. Proposed project name.
2. Description of project location.
3. Owner's name, address and phone number.
4. Developer's name, address and phone number.
5. Surveyor, Engineer or Architect's name, address and phone number, and seal.
6. Town Name, Election District, County and State.
7. Scale of Drawing, (1" = 50' or larger preferred).
8. Plan date
9. Carroll County file number.

**B. DEVELOPMENT DATA:**

1. Zoning District \_\_\_\_\_, (if more than one, list each with corresponding acreage.)
2. Soil Classification Map Number
3. Number of Lots
4. Minimum Lot Area and Width
5. Total Length of Public Streets
6. Area Summary:
  - a. Total Area of Lots
  - b. Total Area of Public Street Right-Of-Ways.
  - c. Total Area of Other Parcels
  - d. Total Area of Subdivison
7. Breakdown by dwelling unit types:  
\_\_\_\_\_ Single Family, \_\_\_\_\_ Two-family, \_\_\_\_\_ Multi-family

**C. VICINITY MAP, min. scale of 1" = 1200', located in upper right-hand corner of plan.**

**D. PLAN NOTES AND/OR DETAILS:**

1. North Point, oriented to top of plan, identified as true, magnetic, etc.
2. Adjacent property owners, deed references and zoning.
3. Note: "The property shown hereon is owned by \_\_\_\_\_, by Deed dated \_\_\_\_\_, Recorded among the land records of \_\_\_\_\_ County in Liber \_\_\_\_\_, Folio \_\_\_\_\_."
4. Perimeter property lines.
5. Zoning district boundaries and acreage breakdown.

## MOUNT AIRY CODE

6. Proposed subdivision & improvements should be drawn over *approved* Forest Stand Delineation. If no Forest Stand Delineation is required, the following base information should be provided:
  - a. Existing topography, field run or flown within 6 months of the first plan submittal, at 2' contour intervals, extending 100 feet beyond property boundaries for the entire property; topography shall be field run where property fronts on existing roads for at least 30 feet to each side of the roadway centerline.
  - b. Soil classification boundaries as found in the Soil Survey of Carroll County, Maryland.
  - c. Streams, 100-year floodplain, non-tidal wetlands and slopes over 25%.
  - d. Wooded areas outlined, and specimen trees identified.
  - e. Existing buildings or other site improvements within 100' of property boundaries; driveways on opposite side of adjoining streets. Identify all existing improvements on site "to be removed" or "to be retained."
7. Overhead and underground utility lines, including electric, telephone, gas, by ownership; utility pole numbers.
8. Existing, planned, and proposed future roads pavement and right-of way widths. Identify areas to be conveyed or reserved for future widening of existing roads.
9. Proposed lot layout, and typical lot width and depth dimensioned.
10. Indicate front, side and rear yard setbacks on lots.
11. Proposed size and location of stormwater management facilities.
12. Proposed reforestation and afforestation areas.
13. Proposed landscaping.
14. Proposed open space or other areas to be dedicated to public use.
15. Existing and planned easements, including utility easements.
16. Wells and septic systems on-site or within 100 feet of the site.
17. Proposed finished grades and spot elevations shown where necessary.
18. All details provided shall be drawn to scale and oriented in the same direction as the plan.