

CHECK PLAN APPLICATION CHECKLIST

The following items **MUST** be included on a sketch plan:

- Plans must have a scale less than or equal to 1"=100'
- Vicinity map
- Survey of the property proposed for development
- Existing easements located on the property
- Existing right-of-way width and location of centerline
- The locations of all property lines which intersect the property boundaries
- Adjacent properties zoning and current use (used to determine buffer requirements)
- Proposed area for detention if applicable
- Any existing driveways adjacent to site
- All creeks located within close proximity to the site
- Tree save areas indicated
- Tree survey for setback area (Multifamily Only) (Urban Forestry cannot review until this info is submitted)
- SWIM buffers & floodplain