

# OAKFIELD TOWNSHIP

## Submittal Checklist For Preliminary Site Plan Review

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

### General Information :

1. All plans will be drawn on uniform sheets no greater than 30" by 42"
2. All Plans will be clear, legible and accurately scaled
3. If more than one plan/set, all required will be stapled along the left margin into sets

For the purpose of expediting the site plan will review and minimizing design and development, costs, applicants are encouraged to make an appointment with the Zoning Administrator, to discuss to the proposed development early in the design phase, so that the applicant can be aware of the development requirements affecting the proposed development.

It may become necessary to have the site plan reviewed by the Township Engineer, the cost of which will be added to the fee for the site plan review.

### Preliminary Site Plan Requirements

Each preliminary site plan shall contain the following information unless speciafectially waived be the zoning adminstrator or planning commission in whole or in part:

\_\_\_ The date, north arrow, and scale. The scale shall not be more than 1" = 20' of the subject property is less than two (2) acres 1" = 100' if the site is greater than six (6) acres

\_\_\_ The name and business address of the professional individual responsible for the preparation of the site plan

\_\_\_ A locational sketch drawn to scale

\_\_\_ Legal description and common or popular description of the subject property.

\_\_\_ The size of acres and square feet of the subject property and property lines are to be shown with bearings and dimensions, including building setbacks

\_\_\_ The location of all existing structures within one hundred (100) feet of the subject property's boundary

\_\_\_ The location of all existing and proposed structures on the subject property

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\_\_\_ The location and dimensions of all existing and proposed drives, sidewalks, curb cuts, parking areas including total number of parking spaces.

\_\_\_ The location, pavement width and right-of-way width of all abutting roads, streets, alleys, or easements.

\_\_\_ The existing zoning of all properties abutting the subject property.

\_\_\_ The preliminary site development plan may be certified by a registered professional engineer as to whether the preliminary layout of the buildings can be adequately serviced by sanitary sewer or septic system, public water or private well, and storm drainage facilities.

\_\_\_ The location and size of any established flood plain areas, bodies of water, or other unbuildable areas of present on the site.

\_\_\_ For all site plans, contour intervals shall be shown at two (2) foot intervals.

After the preliminary site plan has been submitted to the Planning Commission further revisions and information may be requested before the final approval.