



# Delaware County Regional Planning Commission

1610 State Route 521  
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Scott B. Sanders, AICP Executive Director



## PRELIMINARY PLAN Submission Requirements Summary

See Section 204 of the [Subdivision Regulations](#) for the complete Preliminary Plan procedure.

### **General Components of the Plan:**

- Name of the Subdivision with boundaries showing bearings, distances, and acreage;
- Location map, showing nearest road intersection;
- North point, bar scale, and legend;
- Lots, with distances to the nearest foot;
- Boundaries between plats, if multi-phase platting is requested;
- Zoning district with all setbacks shown within each proposed lot:
  - If there is an active rezoning case and the site is expected to be rezoned prior to Final Plat approval, identify the proposed zoning district.
  - Include a note or summary that identifies front, side and rear yard setbacks.
- Names, addresses, and phone numbers of subdivider and consultant;
- Development density and gross density;
- Include a note on the plan that identifies the number of developable lots.

### **Natural and Man-Made Features:**

- Street names;
- Topographic contours:
  - 1' intervals for areas to be served by on-site sewage treatment system.
  - 2' intervals for areas to be served by public sanitary sewer.
- Extent of grading/clearing limits;
- Woods, watercourses, drainage patterns, ponding areas including off-site watersheds affected by improvements within the development;
- The 100-year floodplain of any FEMA NFIP watercourse and base flood elevation if determined;
- Soils information, derived from Delaware County USDA Soil Survey;
- Existing building, well, and household sewage treatment system locations;
- Utility, access, street, railroad, or other easements and rights-of-way;
- Storm sewers, drainage structures, culverts, field tiles, utilities;
- Known cemeteries, historical, or archeological sites, "or statement that there are none";
- Finished grade elevations for the building envelope;
- Adjoining parcel lines within 50' of the tract and roads within 200' of the tract boundaries;
- Preliminary report of Waters of the United States.

### **Proposed Features:**

- Street and/or CAD locations and centerline alignment;
- CAD only: CAD design plans, cross section, 60' wide (minimum) CAD easement, required pull-offs, approvable terminus;
- Lots and reserves with use and purpose;

- Park land, open space, school land, or community service lands, with use and purpose of each;
- Location of stormwater improvements and routing paths;
- Location of sanitary sewers or household sewage treatment systems;
- Waterline or well locations;
- Potential street and pedestrian connections for adjacent land to accommodate existing and future development;
- Proposed building envelopes.
- Sidewalks or bike/pedestrian paths shall be required on at least one side on any street except in the case of a Common Access Driveway;

**Additional Items (May not apply to all projects):**

- Screening, buffering and/or noise abatement measures;
- Location and results of soil borings or test pits with DGHD staff-level recommendation for household sewage treatment systems, where applicable;
- Plat restrictions or private covenants;
- Land reserved for public or common use with consideration for access;
- Traffic control or other public safety or access management measures; traffic-calming devices on streets anticipated to carry more than 1500 vehicle trips per day;
- Conservation, watercourse, no-build, forest, or other easement or reserve;
- Other information, studies, items, or provisions deemed necessary or prudent to create buildable sites or promote the public health, safety, and welfare;
- For CAD Subdivision, a rendering of the identification signage.