

SKETCH PLAN CHECKLIST

Subdivision Name: _____

Subdivision No.: _____ Project No.: _____

REVIEW CRITERIA

Plans: A sketch plan shall be on a 24" x 36" sheet at a scale that is no smaller than 1" = 40' and shall contain all information required by the Office of Planning and Zoning. The plans and reports shall be signed and sealed, and the information ordinarily shall include:

- _____ (1) a title block, including subdivision name, type of subdivision, scale, date, tax map, block, parcel, assessment district, county, state
- _____ (2) a vicinity map no smaller than 4" x 4" at a scale of 2000' = 1";
- _____ (3) a boundary line survey using the County coordinate system;
- _____ (4) a north arrow;
- _____ (5) a scale;
- _____ (6) a legend;
- _____ (7) the gross area of the site in acreage and square feet;
- _____ (8) the zoning of all property within the site; (show division lines and identify acreage of each zoning classification)
- _____ (9) the site boundary and the location, size, and type of proposed lot lines, including any bulk parcels;
- _____ (10) the setbacks required by Article 18 of the Anne Arundel County Code;
- _____ (11) a field run or aerial topography of existing conditions; (statement on plans)
- _____ (12) three coordinate 'tics' shown at multiples of 250';
- _____ (13) the location and size of all existing and proposed easements with a label explaining the purpose;
- _____ (14) the location, rights-of-way widths, paving widths, and names of all existing improved and unimproved roads;
- _____ (15) the location, size, and type of open space;
- _____ (16) the location of slopes of 15% or greater in the critical area and in sensitive areas; the location of steep slopes outside the critical area and sensitive areas; the location of slope buffers; the location of a 100-year floodplain, including FEMA floodplain; the location of coastal floodplain and coastal high hazard areas; and the location of other natural features, (including all applicable buffers);

- _____ (17) the location of all historic resources, archeological sites, and cemeteries;
- _____ (18) the location of proposed stormwater management devices;
- _____ (19) the location of existing and proposed structures, driveways, sewers, water lines, and storm drains on the site, and a note if they are to be removed;
- _____ (20) the location of each structure and driveway located within 100 feet of the site;
- _____ (21) a 100-foot adjacent peripheral strip, showing existing topography;
- _____ (22) the critical area boundary and classifications and a tabulation of acreage by critical area classification (LDA, RCA, or IDA);
- _____ (23) the location of proposed private onsite water and sewerage facilities; (perc test results and approved Health Department Site Plan, if applicable)
- _____ (24) tabulations of gross area of lots, floodplain, open space, and rights-of-way; and
- _____ (25) tabulation of any proposed bulk parcel.
- _____ (26) Limit of disturbance
- _____ (27) Soil classifications mapped
- _____ (28) Building restriction lines to be shown graphically and dimensioned

Attachments. A sketch plan shall be accompanied by all information required by the Office of Planning and Zoning, including to the extent applicable:

- _____ (1) a preliminary infrastructure plan, including a stormwater management plan (prepared in accordance with the Stormwater Management Practices and Procedures Manual) in accordance with Article 16 of this Code, a storm drain plan, a water and sewer plan, and a public road plan. For detailed information, refer to the Sketch Infrastructure Checklist. Complete Sketch Infrastructure Checklist and submit with package.
- _____ (2) the estimated quantity of proposed excavation and fill;
- _____ (3) a forest stand delineation including narrative and data sheets;
- _____ (4) a bog protection plan for a bog protection area;
- _____ (5) maps of existing and proposed drainage areas at a scale of 1" = 100' for sites less than 25 acres and 1" = 200' for sites greater than 25 acres;
- _____ (6) a traffic impact study;

- _____ (7) in the critical area:
 - (i) a sediment control plan for all forest or woodland disturbance of 5,000 square feet or more;
 - (ii) a buffer management plan for any disturbance in the 100-foot buffer and expanded buffer;
 - (iii) a critical area report and habitat assessment; and
 - (iv) all computations and data necessary to determine if the 10% pollutant reduction requirements of Article 21, § 3-205(b) of the Anne Arundel County Code are met;

- _____ (8) evidence that a community meeting was held in accordance with Article 17, Section 2-107 of the Anne Arundel County Code (if adjoining a residentially zoned and developed lot).

- _____ (9) a copy of a summary of comments received; and

- _____ (10) evidence that a copy of the summary of comments was mailed to each participant at the pre-submission community meeting, to all lot owners within 175' of the property to be subdivided, to the County Councilmember of the Councilmanic District where the property is located and, if the property abuts another Councilmanic District, that County Councilmember.

- _____ (11) EDU and SWAMP analysis worksheets

- _____ (12) Floodplain study – detail per Design Manual

- _____ (13) Environmental Features Plan

- _____ (14) Preliminary Landscape Plan

- _____ (15) Title references and history traced back from July 1, 1952 to present date. Include a cover sheet outlining history of the property and provide all copies of current deeds (identify parcel numbers on all deeds) any recorded plats and any deeds not covered by plans.

Owner/Agent

Date