



## Belmont County Subdivision Regulations

### Application for Sketch Plan

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Engineer: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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#### Development Information

Name of Subdivision \_\_\_\_\_

Township \_\_\_\_\_ Parcel # \_\_\_\_\_

Acreage: \_\_\_\_\_ # of Lots \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Sewage System: \_\_\_\_\_

Water System: \_\_\_\_\_

Street Network: \_\_\_\_\_

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Applicant Signature & Date: \_\_\_\_\_

Fee: \_\_\_\_\_

# **Sketch Plan Checklist**

## **Sketch Plan Pre-Application Meeting**

- a. Prior to preparing a sketch plan, the subdivider may request an informal meeting with the Planning Director, or designee, and other pertinent County Departments to discuss the procedures for approval of the subdivision plan and to familiarize the developer with the Comprehensive Plan (when it exists), Zoning Resolution (if any exist), Thoroughfare Plan, the availability of existing utility services, street, water, sewer and stormwater requirements, fire prevention and any other County development requirements.
- b. The application may combine a pre-application conference with the sketch plan. The sketch plan shall include: a completed and signed application form, the sketch plan, and the appropriate fee.

## **Sketch Plan Submission Requirements**

Sketch plans submitted to the Planning Director, or designee, shall be prepared at a minimum in pen or pencil, shall be drawn to a convenient scale of not more than one hundred (100) feet to an inch and shall show the following information:

- a. Location or vicinity map.
- b. North arrow
- c. Ownership of property and adjacent properties.
- d. Existing and proposed public and private roads and easements.
- e. Existing structures.
- f. Outline of areas to be subdivided.
- g. Approximation of proposed lot lines.
- h. Important natural features and drainage ways.
- i. A written statement about storm drainage, sewage disposal, water supply, and other facilities that exist in the area and the likely impacts of the development on those systems.