

MILFORD TOWNSHIP
SUBDIVISION ORDINANCE
ARTICLE IV
PLAN REQUIREMENTS

401. Sketch Plan Requirements

A Sketch Plan shall show or be accompanied by the following data, legible in every detail and drawn to scale but not necessarily showing precise dimensions.

- A. Name of the subdivision and/or development.
- B. Name and address of land owner and/or land developer. (if corporation give name of officers.)
- C. Location map at a scale of 1" = 2000'.
- D. North arrow (true or magnetic).
- E. Graphic scale.
- F. Written scale.
- G. Date sketch plan was completed.
- H. Names of adjacent property owners and tax map numbers, including those across adjacent roads.
- I. Proposed and existing street and lot layout on immediately adjacent tracts including street and subdivision names and right-of-way widths.
- J. Existing man-made and/or natural features:
 1. Water courses, lakes and swamps (with names).
 2. Rock outcrops and stone fields.
 3. Buildings and structures.
 4. Approximate location of tree masses.
 5. Any and all other significant features.
- K. Location of permanent and seasonal high water table areas and 100 year flood zones.
- L. Tract boundaries accurately labeled.
- M. General street and lot layout showing approximate widths, depths and areas.

- N. Location and extent of various soil types and the Department of Environmental Resources classification and rating for each.
- O. Location and type of rights-of-way or other restrictive covenants which might affect the subdivision and/or development.
- P. The following site data shall be labeled on the plan:
 - 1. Total acreage of the subdivision and/or development.
 - 2. Total number of lots proposed.
 - 3. Total lineal feet of new roads.
 - 4. County property tax assessment number.
 - 5. Zoning district of the subdivision and/or development.
 - 6. Any and all other significant information.
- Q. A map of the entire contiguous holding of the owner and/or developer showing the plan for any future development.
- R. A statement of the type of water supply and sewage disposal proposed.

402 Preliminary Plan Requirements

Preliminary Plans shall be prepared by a Professional Engineer or a Registered Land Surveyor. Preliminary Plans shall be submitted pursuant to the following:

402.1 Drafting Standards

- A. The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, 60 feet, 80 feet, 100 feet or 200 feet to the inch.
- B. Dimensions shall be in feet and decimals; bearings shall be in degrees, minutes and seconds. Lot line descriptions shall read in a clockwise direction.
- C. The survey shall not have an error of closure greater than one (1) foot in ten thousand (10,000) feet.
- D. The sheet size shall be no smaller than twelve by eighteen (12 x 18) inches and no larger than twenty-four by thirty-six (24 x 36) inches. If the Plan is prepared in two (2) or more sections, a key map showing the location of

the sections shall be placed on each sheet. If more than one (1) sheet is necessary, each sheet shall be the same size and numbered to show the relationship to the total number of sheets in the plan (e.g. Sheet 1 of 5), and a key diagram showing the relative location of the several sections shall be drawn on each sheet.

E. Plans shall be legible in every detail.

402.2 Plan Information

The Preliminary Plan shall contain the following information:

- A. Name of project.
- B. Name and address of the owner of record (if a corporation give name of each officer) and deed book and page where the deed of record is recorded.
- C. Name and address of developer if different from land owner (if a corporation give name of each officer).
- D. Name, address, license number and seal of the Registered Professional Engineer or the Registered Professional Land Surveyor responsible for the preparation of subdivision and/or development plan.
- E. Date, including the month, day and year that the Preliminary Plan was completed and the month, day and year for each Plan revision along with a description of the revision.
- F. A key map for the purpose of locating the property being subdivided drawn at a scale of one (1) inch equals two thousand (2000) feet and showing the relation of the property, differentiated by tone or pattern, to adjoining property and to all streets, roads, municipal boundaries, zoning districts, water courses and any area subject to flooding and all recorded subdivision plans existing within one thousand (1000) feet of any part of the property.
- G. North arrow (true or magnetic).
- H. Graphic scale and written scale.
- I. Names of adjoining property owners and the names of all adjoining subdivisions, if any, including property owners and/or subdivisions across adjacent roads, along with the tax map number for each property shown.