



Harford County Department of Planning and Zoning

Development Review

MINOR PRELIMINARY PLAN APPLICATION

NO SUBMITTALS WILL BE ACCEPTED AFTER 4:00 P.M.

SITE DESCRIPTION

Project/Subdivision Name: _____ Plan Alias: _____

(Tax Map No.) (Grid No.) (Parcel No.) (Lot No.) (Plat #) (Zoning District) (AG Pres.)

_____ (Tax IDs)

(Street Address and/or Road Name) (Residential/Commercial/Industrial) (Conventional/Special Development) (specify)

(BOA #) (No. of Lots) (No. of Units) (No. of Acres) (Public or Private Water) (Public or Private Sewerage)

_____ (Elementary School)

_____ (Middle School)

_____ (High School)

APPLICANT/CONSULTANT INFORMATION

OWNER

_____ (Name)

_____ (Address)

_____ (City, State, Zip Code)

(Telephone) (Fax) (E-mail)

_____ (Contact Person)

DEVELOPER/CONTRACT PURCHASER

_____ (Name)

_____ (Address)

_____ (City, State, Zip Code)

(Telephone) (Fax) (E-mail)

_____ (Contact Person)

SURVEYOR/ENGINEER

_____ (Name)

(Telephone) (Fax) (E-mail)

_____ (Address)

_____ (Contact Person)

_____ (City, State, Zip Code)

PLAN APPLICATION REQUIREMENTS

Submission of application for subdivision plans will require completion of all the following items at the time of the initial submittal to ensure acceptance of the plan for processing. Plan submission applications found to be incomplete will be rejected prior to entering the County's subdivision plan processing system.

Please be advised that all plan applications submissions are accepted by appointment only if submitting 3 or more projects. All plan submission appointments must be scheduled with the Subdivision Review Section at 410-638-3103 ext. 1380.

LEGEND

P Provided NA Not Applicable
X Not Provided, Justification Attached.

Submittal Requirements

- Preliminary Plans (7 copies)
- Landscaping/Lighting Plan/Buffer Plan (5 copies & checklist)
- Declaration of Intent (DOI)
- Forest Conservation Plan (FCP) (3 copies & checklist)
 - Forest Stand Delineation (FSD) submitted on _____.
- Other Documents (TDR's waivers, Ag preservation information, etc.)
- Appropriate fees

Checklist

- Proposed subdivision name
- Owner name and address.
- Subdivider or developer name and address.
- Surveyor and/or Engineer name and address.
- Election district.
- Location map including sketch of nearby subdivisions.
- Tax map number, parcel(s) number and lot(s) number
- Deed reference.
- Scale of 1" to 50' or 1" to 100' or as approved by P & Z.
- North arrow and date of drawing.
- Acreage of tract – total and net.
- Matchlines used for subdivision of two plats.
- Revision note.
- Boundary lines of subdivision indicated in heavy outline.
- Present zoning of tract and adjoining properties.
- Corporation lines.
- Adjacent property owners or subdivisions labeled.

Physical and Environmental Conditions

- Contour lines at 5-foot intervals.
- Water courses – perennial and intermittent streams, tidal waters on or adjacent to site.
- Existing building locations.

Parks and other public spaces.

Bridges and existing drainage systems (culverts, inlets, etc.)

Proposed open space – passive and/or active: where and what facilities.

Limits of the Harford County Chesapeake Bay Critical Area Overlay District including any required buffers.

***Total acreage of tract in Critical Area** _____

Acreage of IDA _____

Acreage of LDA _____

Acreage of RCA _____

Floodplain shown.

***Acreage of Floodplain** _____

Floodplain study provided _____

FEMA panel and district _____

Natural Resource District boundary lines and any required buffer areas.

***Acreage** _____ +/-

Tidal wetland boundaries and any required buffers.

Non-tidal wetlands located on or adjacent to the site (identified by existence of predominantly hydric soils or obligate, facultative wet hydrophytic vegetation).

Steep slopes between 15% and 25% designated.

Steep slopes greater than 25% designated.

Soils present on-site including identification of the location of soils with development constraints (highly erodible soils, soils with severe septic limitations, etc.)

Vegetative cover (particularly location of forested areas on and adjacent to the site) and location of significant individual trees.

Areas which are located on or adjacent to sites that have been identified as containing plant and wildlife habitat or State or County importance. Such areas would be included the following:

Habitats of State-designated, threatened or endangered species and species in need of conservation.

State-designated natural heritage areas.

Anadramous fish spawning and nursery areas.

Submerged aquatic vegetation beds.

Other areas identified by State and Federal agencies as important plant or wildlife habitat areas.

Extent of forest cover (in acres) to be removed and any areas to be reforested.

Areas of significant/special natural features to be left undisturbed, including, but not limited to, features such as water bodies, tidal and non-tidal wetlands, forested areas to be retained, and plant and wildlife habitat identified as State or County importance.

*Forest Conservation Plans which include information concerning the delineation of tree species, composition in forested areas, including the average DBH of canopy trees and description of the understory and ground cover, forested areas to be retained to address clearing restrictions in the Critical Area and to preserve significant plant and wildlife habitat and to maintain wildlife Corridors, and proposed measures for afforestation, if needed.

Layout, number of blocks, lots, typical dimension and areas of proposed lots.

Proposed building setback lines with dimensions from the street rights-of-way.

Proposed uses of property.

The location and dimensions of all property proposed to be set aside for public or private reservation, designating the proposed thereof.

Location of all proposed monuments.

Other than single family dwellings, approximate location and shape of each multi-family residential structure.

Type of residential units with number in each building.

Total number of residential units with subtotal of each type.

Gross and net residential acreage.

Type of development specified (Conventional, COS, PRD, COP, Mixed Use)

Board of Appeals Case Number.

_____ Phasing of development.

_____ Bill 76-111 Requirements

_____ Total acreage as of February 8, 1977.

_____ Lot number.

_____ Panhandle lots.

_____ Family conveyance (name and relationship).

_____ Outline of total tract on vicinity map.

_____ Lot created after February 8, 1977.

_____ Lots associated with Transfer of Development Rights (TDR).

_____ Density of residential development.

_____ Area (in acres) of: building roofs, parking lots, streets or roads, sidewalks, patios, other impervious surfaces.

_____ Transfer of Development Rights Documentation.

Utilities, Water and Sewage Facilities

_____ Railroads and utility rights-of-way.

_____ Public utilities (transmission towers, pipelines, water, storm drains, gas, power, and telephone lines) and related easements.

_____ Tentative location of fire hydrants, valves, water lines, sewer lines, and pump stations, etc.

_____ Note stating final location for fire hydrants, valves, water lines, sewer lines, pump stations, etc. shall be determined during construction drawings.

_____ Proposed location for wells and 100 foot radius around well.

_____ Location of septic reserve and well on adjacent lots.

_____ PERC test locations.

_____ Proposed sewage disposal system.

_____ Location of stormwater management facilities and proposed methods of stormwater management, including calculations to verify compliance with pollutant loading standards.

_____ Conceptual grading plan including approximate limits to areas of disturbance and areas of significant cut and fill.

_____ Location and delineation of Water Source District.

Streets, Roads and Parking

_____ Location, name, width of pavement and rights-of-way, all existing streets adjoining subdivision or intersection street that bounds it.

_____ Private roads so marked.

_____ Radii shown on all horizontal curves.

_____ Delineation of the road improvement rights-of-way, all existing streets adjoining subdivision or intersection street that bounds it.

_____ Layout widths and names of proposed street, widths of alleys, cross walkways and easement reservations.

_____ Location, width and delineation of all sidewalks, pedestrian linkages and transit stops.

_____ Tentative profiles of street centerlines as required by DPW.

_____ Length of any cul-de-sac or panhandle.

_____ Vertical and horizontal sight distances recorded at intersection with County roadways.

_____ Proposed grades indicated on all roads.

_____ Modification to property entrance (roadway widening, acceleration and deceleration lanes).

_____ Number of parking spaces in each off-street parking area with total.

_____ Proposed and existing driveway.

* Indicates information required solely for development within the Critical Area.

Should you have any questions, please contact the Development Review Section of the Department of Planning and Zoning at 410-638-3103 ext. 1380.