

TOWN OF MIDDLETOWN
PRELIMINARY MAJOR LAND DEVELOPMENT PLAN

Checklist:

The following is the minimum information required:

- ____ 1. Name, address, and telephone number of owner, applicant, registered civil engineer or surveyor.
- ____ 2. Plan Title.
- ____ 3. Location map.
- ____ 4. Key map.
- ____ 5. Scale, north arrow and date.
- ____ 6. Sheet size not to exceed 24"x 36" (unless approved by the Town.)
- ____ 7. Middletown General Notes – Land Development.
- ____ 8. Plan Certifications – Land Development.
- ____ 9. Proposed Buildings including:
 - a. Square Footage.
 - b. Number of Stories.
 - c. Finished Floor Elevation
- ____ 10. Proposed parking spaces (with typical dimensions and number of spaces per row labeled.)
- ____ 11. Proposed aisleway and driveway widths labeled.
- ____ 12. Dumpster Pad locations (with height and type of screening labeled.)
- ____ 13. Loading Spaces.
- ____ 14. Sidewalk including ramps for ADA compliance.
- ____ 15. Proposed site lighting locations.
- ____ 16. Phasing Lines
- ____ 17. Overall parcel boundaries labeled with metes and bounds/curve data.
- ____ 18. Adjacent properties labeled with Owner's name, tax parcel number and zoning.
- ____ 19. Existing site features including: Location of existing streets (including right-of-way and cartway widths), existing topography, physical features, floodplain limits, wetlands, structures, utility lines, etc.
- ____ 20. Existing and proposed easements (20' for all utilities; 6' along all rear and side lot lines)
- ____ 21. Location and type of proposed stormwater management facilities.
- ____ 22. Location of soil borings
- ____ 23. Existing and proposed street names and postal addresses in accordance with the US Postal policy and as approved by the County Department of Police for all lots.
- ____ 24. Revision block.
- ____ 25. Proposed fire hydrant locations.
- ____ 26. Setback lines.
- ____ 27. Entrances adjacent to or across the street from site.
- ____ 28. Existing and proposed monuments.
- ____ 29. Legend for all symbols and linework used.
- ____ 30. Location of proposed sanitary sewer, water and storm sewer tie in to existing systems.
- ____ 31. Limits of disturbance line.
- ____ 32. Location and size of proposed utilities (water, sanitary sewer, and storm sewer)
- ____ 33. Location of proposed pumping station(s)
- ____ 34. Zoning lines.
- ____ 35. USPS box location labeled on plan and approval from USPS (if applicable).

In addition, the Preliminary Plan shall be accompanied by the following:

- _____ Preliminary stormwater management report
- _____ Filing fee
- _____ Application
- _____ Plan review escrow
- _____ Landscape /recreation plan (if required) referencing the record plan
- _____ Maintenance declaration
- _____ Deed of restrictions (if necessary)
- _____ Completed plan checklist
- _____ Cross-easement or access agreements, if required
- _____ Traffic Impact Study (if required)
- _____ New Castle County Mapping Section approval