

Town of Barton
SUBDIVISION
PRE-APPLICATION
CONFERENCE
&
SKETCH PLAN REVIEW
Application Form

INFORMATION REQUIRED:

The following items *shall* be a part of the Application where applicable:

PRE-APPLICATION CONFERENCE AND SKETCH PLAN REVIEW REQUIREMENTS (Submitted as Part of a Pre-Application Conference and Sketch Plan Review Application):

- A. A "Sketch Plan" shall be based upon a survey by a registered land surveyor and the "Sketch Plan" prepared on tracing cloth, reproducible drafting film, or paper of good quality at a map scale of not more than one hundred (100) feet to the inch and shall show correctly on its face the following information:
1. Property Location. Property location of the proposed subdivision by: government lot, quarter-section, township, range, county, and state.
 2. Identification as "Sketch Plan." The "Sketch Plan" shall be clearly noted and labelled on its face "Sketch Plan."
 3. Location Sketch. General location sketch showing the location of the subdivision within the U.S. Public Land Survey section.
 4. Date, Scale, North Arrow. Date, graphic scale, and north arrow.
 5. Names and Addresses. Names and addresses of the owner, Subdivider, and land planner or land surveyor who prepared the "Sketch Plan."
 6. Contiguous Land Area. Entire area contiguous to the proposed plat owned or controlled by the Subdivider shall be included on the "Sketch Plan."
 7. Use Statement. A statement of the proposed use of the lots stating the use type of buildings and/or uses proposed to occupy the lots, number of proposed lots, and number of dwelling units per lot.
 8. Proposed Zoning Changes. If any zoning changes are contemplated, the proposed zoning plan for the property, including dimensions. The indication of such information, however, shall not constitute an application for a zoning amendment. All applications for zoning amendments shall meet the applicable requirements of the Town of Barton Zoning Ordinance.

- B. All "Sketch Plans" shall show, at a minimum, the following. Additional information may be indicated on the "Sketch Plan" by the Subdivider.
1. Exterior Plat Boundaries. The exterior boundaries of the proposed subdivision and the total acreage encompassed thereby.
 2. Corporate Limit Lines. Any corporate limit lines within the exterior boundaries of the plat, coterminous to said exterior boundaries, or immediately adjacent thereto.
 3. Existing Right-of-Ways. Location, right-of-way width, and names of all existing streets, alleys or other public ways, easements, railroad and utility right-of-ways within the exterior boundaries of the proposed plat or immediately adjacent thereto.
 4. Utility Location. Location, size and invert elevation of any existing sanitary or storm sewers, culverts and drain pipes and the location and size of any existing water and gas mains within the exterior boundaries of the plat or immediately adjacent to the lands being platted. The nearest such sewers or water mains which might be extended to serve such lands shall be indicated by their direction and distance from the nearest exterior boundary of the plat and their size.
 5. Physical Features. General locations of all existing property boundary lines, structures, driveways, streams and watercourses, rock outcrops, woodlands, railroad tracks, and other similar significant natural or man-made features within the tract being subdivided and immediately adjacent thereto.
 6. Proposed Streets and Public Right-of-Ways. Location and width of all proposed streets and public right-of-ways, such as alleys and easements.
 7. Size of Lots. Approximate size (in square feet or acres) of all lots.
 8. Sites to be Reserved or Dedicated. Location and approximate dimensions and size of any sites to be reserved or dedicated for parks, playgrounds, drainageways, or other public use or which are to be used for group housing, shopping centers, church sites, or other private uses not requiring formation of lots.
 9. Lake or Stream Access Locations. Any proposed lake and stream access with a small drawing clearly indicating the location of the proposed subdivision in relation to the access.

10. Lake or Stream Improvements or Relocations. Any proposed lake and stream improvement or relocation.
 11. Wetland and/or Floodplain Delineation. Location and delineated extent of wetlands and floodplains.
- C. The Sketch Plan shall be prepared in accordance with the Town of Barton Land Division Ordinance, and *the Subdivider shall file at least twenty (20) copies of the Sketch Plan and the Application with the Town Clerk or Zoning Administrator* together with all necessary fees.