



# HILLTOWN TOWNSHIP

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## Requirements for submission of a SKETCH PLAN:

### (SALDO) § 140-11. Major subdivision and land development procedure.

**A. Sketch plan.** Prospective subdividers and developers are strongly urged to discuss possible development sites with the Planning Commission prior to submission of a preliminary plan. A sketch plan may be presented for review not less than 14 days prior to the regular meeting of the Planning Commission. Application for sketch plan review by the Bucks County Planning Commission must accompany the submission. Submission of a sketch plan will not constitute a formal filing of a subdivision or land development plan with the Board of Supervisors. Sketch plans should include those items listed in Article IV, Plan Requirements.

Applicants wishing to submit a sketch plan should utilize the [Subdivision/Land Development Application](#) (include the word 'SKETCH' with the name of the subdivision). The Sketch Plan should include the information listed below.

Required Escrow for SKETCH PLANS is listed on the fee schedule attached to the application (see first page of schedule, item 'C').

Required copies for a SKETCH Plan are as follows:

	<u>Land Development</u>	<u>Minor Sub</u>	<u>Major Sub</u>	
Full Size	11	11	11	usually one sheet
11x17	11	11	11	
Storm Report	2	2	2	(usually not applicable)
Digital (disc)	email PDF	email PDF	email PDF	preferred over a disk

### Plan Requirements (From Article IV):

#### (SALDO) § 140-15. Sketch plan.

**A. Purpose.** A sketch plan is an optional submission. It is offered to give the applicant an opportunity to consult early and informally in the plan preparation phase with the municipality and Bucks County Planning Commission. The purpose of this submission is to allow the municipality and applicant opportunity to discuss lot layout, street layout, location of buildings, arrangement and location of open space, etc., before detailed

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## Zoning and Building Department

*engineering is done. The municipality may comment on not only whether the sketch plan meets the objectives of Township ordinances but, also if they feel it is consistent with sound planning and design principles. It is not intended in any way to replace the preliminary plan, but rather to give the applicant guidance in preparing the much more detailed preliminary plan. Recommendations and comments made by the Township in response to Sketch Plan Submission shall in no way be regarded as an official approval, nor shall such action grant any legal rights to the applicant or immunity from full compliance with requirements and procedures set forth for preliminary and final plans.*

- B. *Data furnished in a sketch plan shall be at the discretion of the subdivider but is suggested to include the following:*
- (1) Tax map parcel number of property involved.*
  - (2) Tract boundaries and total acreage.*
  - (3) Location map.*
  - (4) North point.*
  - (5) Streets on and adjacent to the tract.*
  - (6) Significant topographical, geological, and physical features including but not limited to floodplains, steep slopes, boulders, wetlands, etc., which may impact or limit the proposed use of the property.*
  - (7) Existing road/utility and other easements and rights-of-way.*
  - (8) Proposed general street layout.*
  - (9) Proposed general lot layout, including location of open space and other preservation areas.*
- C. *A subdivision sketch plan should be drawn to scale although precise dimensions are not required.*
- D. *An information packet shall be included with the sketch plan. The information packet shall include the location of the land development or subdivision, real and equitable owners, number of lots, lot size, housing type or nonresidential use, water and sewer availability (on site or public), amount of open space, and shall include a map showing the properties (and their uses) surrounding the proposed property and a general plan of the development showing the lots, roads, parking, and similar improvements. Said plans shall be submitted on an eleven-inch by seventeen-inch plan sheet. [Added 5-23-2005 by Ord. No. 2005-1]*