

Sketch Plat Checklist - Hancock Planning Board

Sketch Plan – A sketch of a proposed subdivision showing the information specified in Article 600, Section 60I, of the Town of Hancock Subdivision regulations to enable the subdivider to save time and expense in reaching general agreement with the Planning Board as to the form of the layout and objectives of these regulations.

_____ Landowner (or Applicant) must submit three (3) copies of a Sketch Map or survey map and one (1) copy of the Application for Sketch Plan Review to the Clerk of the Planning Board at least 10 days prior to the regular meeting of the Board. The Landowner must attend the meeting of the Planning Board to discuss the requirements of Hancock’s Subdivision Regulations as they pertain to the proposed action.

_____ The Sketch Plan must be based on tax map information or some other similarly accurate base map to enable the entire tract to be shown on one sheet and show the following information:

1. The name of the owner, the name of the professional person(s) responsible for the subdivision design, and the names of all adjoining property owners within five hundred feet (500’) of any perimeter boundary of the subdivision as disclosed by the most recent municipal tax records.
2. The proposed subdivision name, the tax map sheet, block and lot numbers, scale, north arrow and acreage involved.
3. All the utilities currently available, including any existing easements, and all roads which are either proposed, mapped, or built.
4. The proposed pattern and approximate dimensions and area of lots, road layout, recreation area, proposed surface water drainage, sewerage and water supply within the subdivision area.
5. All existing restrictions on the use of land, including easements covenants, or zoning divisions.

_____ All lots should have at least 150’ of frontage on an existing public road.

_____ Soil tests must be performed on each newly created lot. This includes percolation tests and soil profile analyses. The Landowner must submit a copy of the results for all soils analyses for the Board’s review.

_____ A driveway permit must be submitted for each newly created lot to indicate that it has adequate access.

_____ Each newly created lot must be surveyed prior to Planning Board approval.

The Planning Board will review the information supplied and determine if the application as proposed is a subdivision.

Note: The information on this checklist is to be used for reference only. Consult the Town of Hancock Subdivision Regulations for the exact requirements and procedures.