



Office Use Only
Application No. _____

SINGLE FAMILY DEVELOPMENT PLAN REQUIREMENTS

Town of Cheswold Planning and Zoning P.O. Box 220; 691 Main Street, Cheswold, DE 19936
Phone: 302-734-6991 Fax: 302-734-1355 Email: cheswoldoffice@comcast.net
Website: <http://chewold.delaware.gov>

The following lists the Plat Information required for submission of a Preliminary Plan associated with submitting a Preliminary Plan Review Application (2014-01-23-006 LDU)

R = Complete data or information required

G = General information

INFORMATION	PLAT	R/G	TOWN USE COMPLETE
Name and Address of Owner and Applicant		R	
Title block denoting type of application, tax map sheet, county municipality, block and lot, and street location		R	
Schedule of required and provided zoning district requirements including lot area, width, depth, yard, setbacks, building coverage, open space, parking, etc. <i>(See Article 8)</i>		R	
North arrow and scale		R	
Plan sheets no larger than 24 inches by 36 inches including a ½ inch margin outside of rules border lines or other size acceptable to the Town of Cheswold		R	
Acreage of tract to nearest tenth of an acre		R	
Size and location of existing or proposed structures with all setbacks dimensioned <i>(See Article 8)</i>		R	
Copy and/or delineation of any existing deed restrictions or covenants		R	
Owners' certification, acknowledging ownership of the property		R	
List of required regulatory approvals or permits. Conditional approval may be granted subject to other regulatory approvals		R	
Variances requested <i>(See Land Use Administrator for additional forms)</i> <i>(See Article 4; Sec. 6)</i>		G	
Conditional Uses requested <i>(See Land Use Administrator for additional forms)</i> <i>(See Art. 4; Sec. 5)</i>		G	
Payment of Application Fee		R	

INFORMATION	SETTING – ENVIRONMENTAL	R/G	COMPLETE
Location of all wetlands and supporting documentation		R	
Floodplains. Location of the 100 year flood plain based on current Flood Insurance Rate Map		R	

INFORMATION	IMPROVEMENTS & CONSTRUCTION	R/G	COMPLETE
Water supply and distribution plan <i>(See Article 11; Sec. 2)</i>		G	
Sewage collection and transmission plan <i>(See Article 11; Sec 3)</i>		G	
Other information required by the Town of Cheswold, Kent County, or other departments and agencies involved in approval of plan		R	

DEADLINES & DURATION of DEVELOPMENT PLAN REVIEWS

Item	Deadline or Duration
Applicant's Deadline for submitting Preliminary Plan to Planning Commission before next Planning Commission meeting	15 Days
Applicant's Deadline for acting on plan following Town Council meeting	60 Days
Duration of plan approvals beginning at approval or recordation date	1 Year
Number and duration of extensions permitted, provided that the applicant can demonstrate that delays were beyond his/her control.	One extension; for 6 months



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NOTES:

FOR TOWN USE ONLY

Date Certified as Complete: _____ Land Use Administrator: _____

Date Submitted to Planning Commission for Review: _____