



ENGINEERS AND SURVEYORS INSTITUTE
 "A public/private partnership"
LOUDOUN COUNTY, VIRGINIA
MINIMUM SUBMISSION REQUIREMENTS



PRELIMINARY PLAT OF SUBDIVISION

PROJECT NAME & NUMBER: _____

SUBMITTING FIRM: _____ PHONE #: _____

PROJ. COORD: _____ E-MAIL ADDRESS: _____

DPE NAME: _____ DPE#: _____ E-MAIL ADDRESS: _____

REVIEW DATE: _____ ESI REVIEW TEAM: _____

Note: The following information is required for every submission. Additional sheets and information should be provided where necessary to demonstrate compliance with County requirements or conditions of approval. Peer Review dates are determined by Loudoun County Staff once the plan has been submitted following an acceptable MSR review.
 (Column abbreviations: OK = Addressed; REV = Revisions required; N/A = Not Applicable)

Code Reference	Description	Sheet	OK	REV	N/A	Line
FSM 8.102.A.1	Title "Preliminary Plat of Subdivision"					1
FSM 8.102.A.1 & FSM 8.102.A.2	Scale: Lots ≤ 3 Ac., 1" = 100' max; Lots > 3 Ac., 1" = 200' max					2
FSM 8.102.A.3	North Arrow					3
FSM 8.102.A.4	Date on Coversheet					4
FSM 8.102.A.5 & FSM 8.101.A.2	Proposed name of subdivision or development					5
FSM 8.102.A.6.a	Name and address of the owner of record					6
FSM 8.102.A.6.b	Name of applicant					7
FSM 8.102.A.6.c	Name of engineer or surveyor					8
FSM 8.102.A.7	Number of sheets included in plat					9
FSM 8.101.A.3 & FSM 8.102.A.8	Revision block					10
FSM 8.101.A.4 & FSM 8.102.A.9	Source of title (DB/PG or Instr. No.)					11
FSM 8.101.A.5 & FSM 8.102.A.10	Zoning requirements, incl. proffers or SE cond.					12
	Applicable Zoning Ordinance version (1972, 1993 or Rev. 1993)					13

Comments: _____

Code Reference	Description	Sheet	OK	REV	N/A	Line
FSM 8.101.A.10	Zoning district/overlay zoning districts					14
	Minimum lot area					15
	Minimum lot width					16
	Maximum length / width ratio					17
	Minimum front, side, rear yards					18
	Maximum F.A.R.					19
	Maximum building coverage					20
	Maximum building height(s)					21
	Parking spaces required					22
	Parking spaces provided, including standard and handicapped					23
	Proposed use(s)					24
	Proposed number of lots					25
	Open space requirements					26
FSM 8.102.10	Substantial Conformance Note (for plats w/ rezonings or special exceptions) – “All development within this subdiv...”					27
FSM 8.102.A.11 & FSM 8.101.A.6	Zoning, variance, special exception, subdivision or subdivision exception info. (Applicable case #'s and approval dates)					28
FSM 8.102.A.12	Election district & Loudoun County, VA In Title block					29
FSM 8.102.A.13 & FSM 8.101.A.7	Vicinity map: 1"= 2000' max. w/ labeled coord.					30
	Existing and proposed boundaries of proposed subdivision and/or site plan & of any larger tract it forms a part of					31
	Adjoining roads or principal access points w/ names and route numbers					32
	Town boundaries within 1 mile of subdivision					33
	North Arrow					34
FSM 8.102.A.14	Boundary lines, total acreage of subdivision and acreage remaining in original tract, if any					35
FSM 8.102.A.15	Proposed lot lines w/approximate dimensions, proposed block and lot numbers, and approx. area of each lot					36
FSM 8.102.A.16 & FSM 8.101.A.8	Coordinate grid lines and 3 labeled tics per plan sheet using NAD 1983 HARN (NAD 27 permitted for projects started prior to 11/9/2009)					37
FSM 8.102.A.17 & FSM 8.101.A.9	Adjoining property information – MCPI (PIN) zoning, departing property lines, use.					38
FSM 8.102.A.18 & FSM 8.101.A.10	Zoning district overlay and jurisdictional boundaries depicted when more than one					39

Comments: _____

Code Reference	Description	Sheet	OK	REV	N/A	Line
FSM 8.102.A.19 & FSM 8.101.A.16	MCPI (PIN) reference					40
FSM 8.102.A.20	Approximate location of existing building(s) within subdivision					41
FSM 8.102.A.21	Proposed location, width, centerline and projected ADT's of each road or public or private way w/in subdivision					42
FSM 8.102.A.21	Proposed sidewalks and trails					43
FSM 8.102.A.22	Location, width, centerline & ADT's of adjoining roads and access easements with names and route numbers.					44
FSM 8.102.A.23 & Codified Ord.	Proposed approved and/or reserved road names					45
FSM 8.102.A.24 & FSM 8.101.A.1	Proposed yard and setback lines shown on plat or in table. Dimension from each lot line & length of front yard line clearly illustrated & identified					46
FSM 8.102.A.25 FSM 4.200.A.2.b LSDO 1245.05	Approx. location and area to be dedicated/ reserved for public, ROW or common use of property owners in subdivision. Location of existing and proposed conservation easements.					47
FSM 8.102.A.26	Watercourse locations and names. Floodplain delineation and source of floodplain noted					48
FSM 8.102.A.27	General location of existing drainage ways, ponds, springs, on-site sewage disposal, on-site water supply systems and existing & proposed public water and sewer lines					49
FSM 8.102.A.28	Archaeological sites or structures, historical structures/ districts/landmarks, cemeteries on-site – Arch. Ph. I/II as reqd. survey					50
FSM 8.102.A.29 & FSM 8.101.A.17	Current topographic information: date, by what means and NAVD 1988 ref. (NVDG 29 ok if started prior to 11/9/2009); contours 5' max					51
FSM 8.101.A.17	Forest areas vegetated cover shown w/ champion trees identified					52
FSM 8.102.A.30 & FSM 8.101.A.12	Stakeout Note					53
FSM 8.102.A.31	LDN 65 and 60 aircraft noise contours shown and areas within one mile of the LDN 60 contour					54
FSM 8.102.A.32 & FSM 8.101.A.13	Approval block					55
FSM 8.102.A.33	Proffered preservation areas clearly delineated (e.g., trees, structures, etc.)					56
FSM 8.102.A.34	For lots < 20,000 SF, typical lot detail at 1"=50' max.					57
FSM 8.102.A.35	Lot yield tabulation for Cluster or Principal/Subordinate options in AR-1 or AR-2					58
FSM 8.102.A.36	Wetlands data and Wetlands Permit Note, incl. ID no. & date					59
FSM 8.102.A.37	Very Steep and Moderately Steep Slopes					60
FSM 8.102.A.38	Scenic Creek Valley Buffer boundaries					61
FSM 8.102.A.39	Soils Map Certification					62

Comments: _____

Code Reference	Description	Sheet	OK	REV	N/A	Line
FSM 8.102.A.40	Overlay districts					63
FSM 8.101.A.18	Seal, signature & date of PE or LS on each sheet					64
FSM 8.101.A.19	Surveyors Certificate endorsed by PE or LS w/ source of title (DB/PG or Instr. No.)					65
FSM 8.102.B.1 LSDO 1245.10 FSM 6.210	Approved drain field locations. Health Department approval letter of sewage disposal system. Approval letter for well locations or an approved hydrogeologic report					66
FSM 4.200.A.2.f	Reserve (spite) strips prohibited					67
FSM 4.200.A.2.g	In PDH Districts, no more than 80 dwelling units permitted by a single point of access directly to publicly maintained roadways or indirectly to publicly maintained roadways via an access easement.					68
FSM 4.310.A	Avoid roads crossing floodplain					69
FSM 4.310.B	Intersection angles as near to 90° as possible (80° min.)					70
FSM 4.310.C	Road jogs- Centerline offsets $\geq 225'$ for Cat. A roads					71
FSM 4.310.D	Public or Cat. A roads align with existing or planned road intersections					72
FSM 4.310.E	Cul-de-sac maximum lengths: Commercial Retail/ Industrial and Office = 1500'; Rural non-residential = 3500'; MF = 1000'; SFA = 1500'; SFD 1 unit or more per Ac = 2500'; SFD 1 unit per Ac = 3500'					73
FSM 4.310.E.4	Emergency access required if max road length exceeded					74
ZO 5-900	Setbacks from specific roads and W&OD Trail					75
ZO 7-100	A.D.U.'s provided for sites w/ ≥ 50 D.U.'s at density; > 1 unit/40,000SF & served by public water/sewer					76
FSM 8.102.B.4	Phase 1 Archeological Survey					77
FSM 8.102.B.5	Documentation of Preliminary Soils review submission or application for limestone & Mountainside Dev. Overlay Districts					78
FSM 8.102.B.6	Letter from VA DCR identifying natural heritage resources onsite or stmt. of NONE. If endangered or threatened species survey has been completed, copy of report included					79
FSM 8.102.B.7	If applicable, plan & analysis of VDOT connectivity reqs. & locations of stub outstreets					80

Comments: _____
