



### Developer’s Checklist – Plan Specifications

- 1. Title block-to include name of subdivider or registered owner.
- 2. North point, scale (1"=100' minimum), and date
- 3. All metes and bounds, boundaries, and dimensions must be in Philadelphia District Standard when used for legal description or streets issues (e.g., Deeds, Easements).
- 4. All streets, alleys, and driveways bounding the property, including street right-of-ways, cartway widths, sidewalk widths, and street names.
- 5. All lot names and their purposes. Building setback lines and distances to other buildings on same lot.
- 6. Dedicated and non-dedicated right-of-ways (e.g., drainage, stormwater), easements, alleys, location of nearest fire hydrant.
- 7. Measurement of all buildings, footage, height, and stories to determine gross floor area.
- 8. Exact location to the nearest intersection.
- 9. Location and dimensions of all existing or proposed driveways, curb cuts, and off-street parking lots, with distances from lot lines.
- \*10. Seal of registered architect, engineer or land surveyor in accord with PA Engineer, Land Surveyor, and Geologist Registration Law.
- \*11. Existing and proposed contours (2 foot contours).
- \*12. Final elevation, including lowest floor converted to City Datum (Flood plain, watershed, plats).
- \*13. Yard drains with top elevation in City Datum.
- \*14. Elevations, renderings, geotechnical information, and additional plans when required.
- \*15. A CD to be submitted to Traffic Engineering containing "The Traffic Impact Study-Synchro Analysis" for all parking lots or garages over 500 cars. In the Central Business District, the synchro analysis must be provided for garages over 250 spaces.
- \*\*16. Show all existing street furniture at project location including those at adjacent properties. (Trees, fire hydrants, inlets, traffic signs, streetlights, manholes, steps, and meters.)
- \*17. The lot width and area of all adjacent lots including those across streets.
- \*18. The heights and setbacks of buildings on the same block as the proposal.
- \*19. New legal description for lot adjustment or subdivision.

**\*Where applicable**

**\*\*Per Minimum Drawing Information for Streets Department Review**