

WEATHERLY BOROUGH, CARBON COUNTY

61 West Main Street

Weatherly, PA 18255

(570) 427-8640 / Fax: (570) 427-8679

APPLICATION FOR CLASSIFICATION & APPROVAL OF SUBDIVISION OR LAND DEVELOPMENT PLANS

APPLICATION FOR SUBDIVISION:

Indicate by a check ()

New

Resubmission

Preliminary Plan

Final Plan

Sketch Plan

Date of Application _____, 20____

Subdivision or Development Name _____

Location _____

Owner's Name _____ Telephone No. _____

Owner's Address _____

Applicant's Name _____ Telephone No. _____

Applicant's Address _____

Engineer's Name _____ Telephone No. _____

Engineer's Address _____

Surveyor's Name _____ Telephone No. _____

Surveyor's Address _____

PLOT DATA:

Zoning Classification _____ Total Acreage _____ No. of Proposed Lots _____

Minimum Lot Size _____ Tax Map Sheet, Block and Lot Number(s) _____

INTENT OF APPLICANT:

Sell Lots Only _____ Build Residences for Sale _____

Specify Other _____

PLOT INFORMATION & IMPROVEMENTS:

Maximum Acreage that will have its Original Vegetative Ground Cover Disturbed:

0 – 5 Acres _____ 5 – 25 Acres _____ More than 25 Acres _____

How Will Tract be Serviced for:

Sanitary Sewerage: _____

Potable Water Supply: _____

Lineal Feet of New Streets: _____

REQUESTED CLASSIFICATION OF SUBDIVISION / DEVELOPMENT:

Indicate by a check ()

Applicant Requests that Plan be Classified as: Minor Subdivision Major Subdivision
 Minor Land Development Major Land Development

SUBMISSION OF PLANS & APPLICATIONS:

- Preliminary or Final Plans = Fifteen (15) pre-folded copies
- Construction Plans (if applicable) = Fifteen (15) pre-folded copies
- Completed Subdivision or Land Development w/ original signatures = Fourteen (14) copies
- Completed Planning Module (if applicable) as required by PA DEP = Three (3) copies
- Sketch Plan (if applicable) = Fifteen (15) copies

INFORMATION CHECKLIST:

Indicate by a check () items attached to this application.

Minor Subdivision One (1) Final Plan in accordance with Article 6 of this Ordinance *
 Completed Checklist
 Required Fees

Major Subdivision One (1) Preliminary Plan in accordance with Article 4 of this Ordinance*
 One (1) Final Plan in accordance with Article 6 of this Ordinance *
 Sketch Plan (Optional) in accordance with Article 3 of this Ordinance*
 Completed Checklist
 Required Fees

Minor Land Development One (1) Final Plan in accordance with Article 6 of this Ordinance *
 Completed Checklist
 Required Fees

Major Land Development One (1) Preliminary Plan in accordance with Article 4 of this Ordinance*
 One (1) Final Plan in accordance with Article 6 of this Ordinance *
 Sketch Plan (Optional) in accordance with Article 3 of this Ordinance*
 Completed Checklist
 Required Fees

Sketch Plan Prior to submitting a major subdivision or major land development, a Sketch Plan is advised, but not required.

**Weatherly Borough Subdivision and Land Development Ordinance*

APPLICANT'S SIGNATURE:

_____ DATE _____

WEATHERLY BOROUGH OFFICIAL'S SIGNATURE:

PAYMENT and PLANS RECEIVED BY:

_____ DATE _____

PLEASE PLAN TO BE PRESENT OR HAVE A REPRESENTATIVE PRESENT AT THE REVIEW MEETING.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)
{SKETCH PLAN PRIOR TO PRELIMINARY PLAN SHALL BE OPTIONAL}
MAJOR LAND DEVELOPMENT -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)
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ARTICLE 3 PROCEDURAL REQUIREMENTS – SKETCH PLAN Page 1

SECTION 301 REVIEW AND APPROVAL PROCESS

The submission and review process for subdivision and land development applications shall be in accordance with the following:

- a) Major Subdivision shall require the submission and approval of a preliminary plan and a final plan. The submission of a Sketch Plan prior to the formal submission of a preliminary plan **SHALL BE OPTIONAL**.
- b) Minor Subdivision shall require the submission and approval of only a final plan, in accordance with the provision as set forth in Article 6 of this Ordinance.
- c) Major Land Development shall require the submission and approval of a preliminary plan and a final plan. The submission of a Sketch Plan prior to the formal submission of a preliminary plan **SHALL BE OPTIONAL**.
- d) Minor Land Development shall require the submission and approval of only a final plan, in accordance with the provisions as set forth in Article 4 of this Ordinance.

The owner of record and the applicant must attend the Planning Commission meeting and the Borough Council meeting for the purpose of presenting the plans and to respond to questions.

SECTION 302 SKETCH PLAN REVIEW

- 302.1** Prior to submitting a major subdivision application or a land development application, the applicant is advised, but not required, to submit a sketch plan to the Borough Council and the Borough Planning Commission. The submission and review of a sketch plan SHALL NOT CONSTITUTE the filing of an application for plan review and approval of a subdivision or land development. The Borough Council and the Borough Planning Commission may provide advice and comment on the necessary requirements to achieve conformity to the standards and provisions of this Ordinance and other related regulations of Weatherly Borough.
- 302.2** The applicant shall submit an application and fifteen (15) copies of a sketch plan to the Administrator not less than fourteen (14) days prior to the next regularly scheduled meeting of the Borough Planning Commission. The Borough Council shall provide a similar review of the sketch plan at its next regularly scheduled meeting subsequent to that the Planning Commission. In the event that the Planning Commission fails to meet or convene a meeting due to a lack of a quorum, Borough Council shall proceed with its review in the absence of such comments on the sketch plan.
- 302.3** The sketch plan shall be drawn to scale of not greater than one (1") inch equals fifty (50') feet and shall address:
 - a) All land which the applicant proposed to subdivide and/or develop.
 - b) All land within two hundred (200') feet of site's boundaries and the names of the subject property owners based upon the records of the Carbon County Assessor's Office.
 - c) All existing and proposed streets, proposed lot sizes, natural features including topographic contours, sewage disposal, drainage, water supply and related utilities.

Upon reviewing a sketch plan, the Borough Council shall advise the applicant of any initial changes and/or additions, if any, which should be addressed relative to the proposed design, layout, and character of the site.

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ARTICLE 3 PROCEDURAL REQUIREMENTS – SKETCH PLAN Page 2

SECTION 303 SUBMISSION OF PLANS AND APPLICATIONS

The applicant shall provide the following information to the Administer not less than fourteen (14) days prior to the next regularly scheduled meeting of the Borough Planning Commission:

- a) Fifteen (15) prefolded copies of the plan (Preliminary or Final);
- b) Fifteen (15) prefolded copies of the construction plans (if applicable);
- c) A completed subdivision or land development application with original signatures and fourteen (14) copies of the same.
- d) A completed Planning Module, if applicable, as required by the PA Department of Environmental Protection and three (3) copies of the same.

SECTION 304 DISTRIBUTION OF PLANS

- 304.1** The Administrator shall provide each member of the Borough Council with a copy of the complete set of plans (Preliminary or Final) and a copy of the subdivision or land development application.

- 304.2** The Administrator shall provide, as applicable, a copy of the complete set of plans (Preliminary or Final), a copy of the application and a copy of the DEP Planning Module, to the following agencies and officials for review, comment and approval, if applicable:
 - a) The Weatherly Borough Planning Commission
 - b) The Carbon County Planning Commission
 - c) The Borough Zoning Officer
 - d) The Borough Engineer and/or Planning Consultant
 - e) The Solicitor to the Borough Planning Commission
 - f) The Borough Solicitor
 - g) The Borough Sewage Enforcement Officer
 - h) The Carbon County Conservation District
 - i) The Sanitary Authority
 - j) The PA DOT, if a proposed subdivision or development fronts upon or is to have access to a road under their jurisdiction.
 - k) The PA Department of Environmental Resources.

- 304.4** The applicant shall be responsible to insure that copies of the plan and supporting material are provided to all applicable utility companies intended to service the site.

- 304.5** The applicant shall pay any applicable fees related to the review and inspection of other agencies and parties provided under Section 304.3

SECTION 305 CARBON COUNTY REVIEW

The Borough Council shall not approve any subdivision or land development plans or application until a report, containing the comments and recommendation of the Carbon County Planning Commission is received or until the expiration of thirty (30) days from the date said plans and application were forwarded to the Carbon County Planning Commission. The applicant shall pay all review fees required by the Carbon County Planning Commission.

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ARTICLE 3 PROCEDURAL REQUIREMENTS – SKETCH PLAN Page 3

SECTION 306 PUBLIC HEARING

The Borough Council, at its discretion, may hold a public hearing prior to rendering a decision on any plan (Preliminary or Final).

SECTION 307 INSTALLATION OR GUARANTEE OF REQUIRED IMPROVEMENTS

Prior to approving the final plan of a Major Subdivision or a Major Land Development, in which the approval was conditioned upon specific improvements, the Borough Council shall require the following of the applicant:

- a) The installation of all required improvements in accordance with the design standards and specifications of this Ordinance and all applicable terms and conditions in granting approval.
- or
- b) Provisions of a form of financial security, acceptable by the Borough Council, which assures and guarantees the subsequent installation of all required improvements in accordance with the design standards and specifications of this Ordinance and all applicable terms and conditions in granting approval.

SECTION 308 PROCEDURAL METHODS IN RENDERING DECISIONS

- 308.1** The Borough Council shall approve or reject a submitted plan (Preliminary or Final) within ninety (90) days following the date of the Borough Planning Commission’s regular meeting at which said plan is first reviewed. Should the regular meeting date occur more than thirty (30) days following the date of the submission of said plan and/or the Planning Commission fails to convene a meeting within thirty (30) days following the date of submission of said plan within the ninety (90) day period shall be measured from the thirtieth (30th) day following the date on which the plan was properly submitted to the Borough.
- 308.2** The Borough Council shall communicate its decision to the applicant in writing either by delivery in person or by mail to applicant’s last known address not later than fifteen (15) days following the decision.
- 308.3** When an application and plan (Preliminary or Final) is not approved as submitted, the Borough Council’s decision shall specify the defects found in such, and describe the requirements which have not been met and shall, in each case, cite the provisions of the statute or ordinance relied upon.
- 308.4** In granting approval to a plan, (Preliminary or Final), which is subject to specific conditions the applicant, may notify the Borough Council of his refusal to accept all said conditions in writing. In such cases, the Borough Council’s conditional approval shall be deemed rescinded upon receipt of the applicant’s written notification. In the event the applicant fails to notify the Borough Council of his refusal to accept all said conditions within the thirty (30) day time period, all conditions shall stand granted and deemed accepted by the applicant.
- 308.5** As prescribed by the PA Municipalities Planning Code, Act 247, as amended, failure of the Borough Council to render a decision and communicate said decision to the applicant as set forth in this section shall be deemed approval of the plan as submitted, unless the applicant has agreed in writing to an extension of time or change in the prescribed manner of communication of the decision.

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ARTICLE 3 PROCEDURAL REQUIREMENTS – SKETCH PLAN Page 4

SECTION 309 WITHDRAWAL AND/OR REVISIONS TO SUBMITTED PLANS

- 309.1** Until a submission is approved or rejected by the Borough Council, the applicant may withdraw the submission and submit a revised plan following the submission and review procedures which apply to the plan. If a revised plan is submitted within 120 days from the date of withdrawing said plan, no additional submission fee shall be charged by the Borough for the first revision. Failure to resubmit a revised plan within said period of time, or a second revision and any subsequent revision shall be treated as a new submission for which a new submission fee shall be required. No additional fee shall be charged for plan revisions which are directed by the Borough Council. Should an applicant wish to withdraw a plan under review and consideration by the Borough Council, notice of withdrawal shall be in writing and shall include a statement that the ninety (90) day time limitation for the Borough Council to render a decision shall not include the period of time which the plan is withdrawn.
- 309.2** All revised plans shall be accompanied by an itemized listing of revisions to the plans and the basis for such revisions. Such information shall be prepared and certified by a professional engineer.
- 309.3** Any revised plan may be resubmitted to the Carbon County Planning Commission or to any other party noted within Section 304.3 of this Ordinance if the Borough Council renders a determination that the scope of the revisions are substantial in nature to warrant any additional review. If such a determination is rendered, the applicant shall be responsible for the applicable required fees.

SECTION 310 RECORDING OF FINAL PLAN

- 310.1** The applicant shall record the final plan as approved by the Borough Council in the Office of the Recorder of Deeds of Carbon County within ninety (90) days of such final approval, unless an extension has been granted in writing by the Borough Council.
- 310.2** A final plan shall not be submitted for recording within the Recorder of Deeds Office unless it bears the signature of the Borough Council's President and Borough Secretary and bears appropriate signature and/or seal that it has been reviewed by the Carbon County Planning Commission.
- 310.3** Within fourteen (14) days from the date on which the final plan is recorded, the applicant shall furnish to the Borough Council a copy of a certificate or receipt from Carbon County attesting to the recording of the final plan in the Recorder of Deeds Office.

Prior to granting final approval of a major subdivision plan, the Borough Council may permit the plan to be divided into two or more sections or phases and may impose such conditions upon the filing of the sections as it may deem necessary to assure the orderly development of the plan. The Borough Council may require that the financial security be in such amount as is commensurate with the section or sections of the plan to be filed and may defer the remaining required financial security principal amount until the remaining sections of the plan are offered for filing. The developer may also file in writing irrevocable offers to dedicate streets and public improvements in the sections offered to be filed and defer filing offers of dedication for the remaining sections until such sections, subject to any conditions imposed by the Borough Council shall be granted concurrently with final approval of the plan.

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ARTICLE 3 PROCEDURAL REQUIREMENTS – SKETCH PLAN Page 5

SECTION 311 PHASING MAJOR SUBDIVISION PLANS

Prior to granting final approval of a major subdivision plan, the Borough Council may permit the plan to be divided into two or more sections or phases and may impose such conditions upon the filing of the sections as it may deem necessary to assure the orderly development of the plan. The Borough Council may require that the financial security be in such amount as is commensurate with the or sections of the plan to be filed and may defer the remaining required financial security principal amount until the remaining sections of the plan are offered for filing. The developer may also file in writing irrevocable offers to dedicate streets and public improvements in the sections offered to be filed and defer filing offers of dedication for the remaining sections until such section, subject to any conditions imposed by the Borough Council shall be granted concurrently with final approval of the plan.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 4 PRELIMINARY PLAN Page 1

SECTION 401 INITIAL REVIEW

The Borough Council shall review the Preliminary Plan to determine its completeness with regard to the standards, provisions and requirements of this Ordinance. Any submission which is found to be incomplete shall be deemed to be invalid. The Borough Council shall notify the applicant in writing as to the nature and type of additional information which the applicant must submit.

SECTION 402 REVIEW BY CARBON COUNTY PLANNING COMMISSION

The Borough Council shall not approve a Preliminary Plan until a report is received from the Carbon County Planning Commission or until the expiration of thirty (30) days from the date it was forwarded to the Carbon County Planning Commission.

SECTION 403 REVIEW AND APPROVAL /DISAPPROVAL OF PLAN

The Borough Council shall consider all official reports, comments and recommendations as provided in Section 304.3. of this Ordinance. The Borough Council shall render a decision in conformance with Section 308 of this Ordinance. The following constitutes the type of action the Borough Council may take:

- a) The Borough Council may disapprove the Preliminary Plan, in which case it shall specify the defects found in the application and describe the requirements which have not been met and shall, in each case, cite the provisions of this ordinance relied upon.
- b) The Borough Council may conditionally approve the Preliminary Plan, in which case it shall specify all additional information and/or changes needed, describing the requirements that have not been met, citing in each case, the provisions of this Ordinance which were relied upon and/or the basis for additional information and/or changes. The additional information or changes shall be required prior to further consideration of the Preliminary Plan or the submission of the Final Plan. In granting preliminary approval, the Borough Council shall include in their notification that the applicant, within thirty (30) days from the date of conditional approval, may notify the Borough Council of his refusal to accept all said conditions in writing, In such cases, the Borough Council's conditional approval shall be deemed rescinded upon receipt of the applicant's written notification. In the event that the applicant fails to notify the Borough Council of his refusal to accept all said conditions within thirty (30) days from the date of conditional approval, all conditions shall stand granted and deemed accepted by the applicant.
- c) The Borough Council may approve the Preliminary Plan. Such approval shall constitute approval of the subdivision or land development as to the character and intensity of development, the arrangement and approximate dimensions of streets, lots, and other planned features. The approval binds the applicant to proceed with the installation of the required improvements and/or to arrange for a form of financial security to cover installation of improvements and to prepare the Final Plan. Approval of the Preliminary Plan does not authorize the sale of lots, property or the recording of the Preliminary Plan. The Borough Council shall render a decision in conformance with Section 308 of this Ordinance.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 4 PRELIMINARY PLAN Page 2

SECTION 404 PRELIMINARY PLAN DRAFTING STANDARDS

- 404.1** The Preliminary Plan of a proposed subdivision or land development shall be clearly and legibly drawn to scale not greater than:
- a) One (1) inch equals fifty (50) feet for a property in excess of two (2) acres.
 - b) One (1) inch equals twenty (20) feet for a property equal to or less than two (2) acres.
- 404.2** The original drawing, and all submitted prints thereof shall be made on a sheet size of twenty-four (24) inches by thirty-six (36) inches.
- 404.3** All dimensions shall be set in feet and decimal parts thereof, and bearings in degrees, minutes and seconds.
- 404.4** If the Preliminary Plan requires more than one (1) sheet, a key diagram showing relative location of the several sections shall be drawn on each sheet, and appropriately labeled with match lines.
- 404.5** Preliminary Plans shall be so prepared and shall bear an adequate legend to indicate clearly which features are existing and which are proposed.

SECTION 405 PRELIMINARY PLAN – EXISTING CONDITIONS

The Preliminary Plan shall contain the following information:

- 405.1** The name and address of record owner, with source of title by deed book and page numbers, certification of ownership with a statement by the record owner that the subject property is free and clear of any current or pending litigation. The aforementioned information shall be signed by the record owner and bear a Notary Seal.
- 405.2** Name and address of applicant if different from owner.
- 405.3** Name of proposed subdivision or land development, labeled as the “Preliminary Plan.”
- 405.4** Name and address of registered engineer, or registered land surveyor, responsible for the subdivision plan or land development plan, including certification of the accuracy of the plan and its conformance to the provisions of this Ordinance.
- 405.5** North point, graphic scale, and date including the month, day and year that the original drawing was completed and the month, day and year that the original drawing was revised for each revision.
- 405.6** Total tract boundaries of the property being subdivided, showing bearings and distances, with bearings not less than the nearest ten (10) seconds and distances to the nearest one hundredth (.01) of a foot. The total size of the property shall be listed in both acreage and square feet.
- 405.7** The names of all adjoining landowners, including block and lot numbers from the Carbon County Assessor’s Office.
- 405.8** All existing streets, including streets of record (recorded but not constructed) on or abutting the tract, including names, right-of-way widths, cartway (pavement) widths and approximate grades.
- 405.9** All existing sewer lines, water lines, fire hydrants, utility transmission lines, utility easements, or utility right-of-ways, culverts, storm drains, bridges, railroad right-of-ways and other significant man-made features within the proposed subdivision or land development.
- 405.10** All existing building or structures within the boundaries of the proposed subdivision or land development.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 4 PRELIMINARY PLAN Page 3

- 405.11** The Zoning District or Districts, delineated upon the Plan, along with the required building setback line and/or the proposed placement of each building shall be shown, and where corner lots are involved, the required setback lines on both streets shall be shown.
- 405.12** Existing contour lines at vertical intervals of not greater than five (5) feet, when existing slopes are five (5%) percent or greater. Existing contour lines at vertical intervals of not greater than ten (10) feet, when existing slopes are less than five (5%) percent.
- 405.13** Existing watercourses, streams, ponds, wetlands, floodplain and/or flood prone areas, wooded areas, tree masses and rock outcrops within the proposed subdivision or land development.
- 405.14** With regard to wetlands, all plans must specifically address the subject of as to whether any wetlands are located upon the site. If no wetlands are located within the site, a certification of the absence of wetlands shall be so noted upon the plan, which is certified by a person with appropriate training and experience in the identification of wetlands. If wetlands are located within the site, a delineation of all wetlands boundaries, upon the site shall be provided by a person with appropriate training and experience in the identification of wetlands. The inclusion of wetlands upon the site shall require a complete survey, delineation and total acreage of said wetlands boundaries included upon the plans.
- 405.15** A location map at a scale of not greater than one (1) inch equals two thousand (2,000) feet, indicating the relation of the site to its geographic proximity within the Borough

SECTION 406 PRELIMINARY PLAN – PROPOSED DEVELOPMENT

The Preliminary Plans shall contain and include the following information:

- 406.1** Lot layout and related features which shall indicate and provide:
 - a)** The total number of lots proposed for site, with identification numbers;
 - b)** The dimensions and area of all lots, expressed in either square feet or acres;
 - c)** The building setbacks for all lots along each street, or in the case of a land development, the proposed placement of each building along each street and the proposed use of each building;
 - d)** Proposed open space, parks, playgrounds, or recreational facilities, with any governing conditions thereof;
 - e)** Copies of proposed deed restrictions, easements and protective covenants referenced on the plan;
 - f)** Proposed contour lines at vertical intervals of five (5) feet of the entire site;
 - g)** Location, width and purpose of proposed easements and utility right-of-way;
 - h)** In the case of wetlands, total acreage of any such area proposed to be disturbed.
- 406.2** Street and right-of-way layout which shall indicate and/or provide:
 - a)** The location of all proposed street and existing street (public and private) within the site and abutting or adjoining the site;
 - b)** The location, right-of-way, and cartway of all proposed streets, with a statement of any condition governing their use and the right-of-way and cartway of any existing streets (public and private) to which the proposed street will intersect;
 - c)** Suggested street names, in accordance with Section 806 of this Ordinance, the location of street signs in accordance with Section 808 of this Ordinance and the location of traffic control signs in accordance with Section 809 of this Ordinance.

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MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 4 PRELIMINARY PLAN Page 4

- d) The beginning and end point of proposed street construction;
- e) Location, width and purpose of proposed easement and utility right-of way;
- f) The location of sidewalks, if applicable.

406.3 A subdivision and/or land development, when being serviced by sanitary sewers shall be connected to public sewers. The developer shall provide a letter of commitment from the Sanitary Authority providing notice that said Authority can adequately serve the proposed subdivision or land development and accept the conveyance of sewage for treatment and disposal, including any conditions required for the provision of service. If applicable, written approval from any adjoining municipality regarding the conveyance of sewage into their system to access intended conveyance of sewage to facilities of the Municipal Sanitary Authority shall also be required. The following information shall be provided upon the plan:

- 1. The layout, size and material of sanitary sewers within the site;
- 2. Location of manholes with invert elevation of flow line and grade at top of each manhole;
- 3. Location of laterals.

A subdivision and/or development, to be serviced by on-lot sewage disposal, shall provide the following information.

- 1. Location of soil percolation test sites;
- 2. Location and extent of various soil types within the DEP definitions for each;
- 3. Proposed or typical location of building and/or structure with proposed location of wells, if applicable;
- 4. Copy of the applicable report and findings of the Borough's Sewage Enforcement Office.

406.4 A subdivision and/or land development, when being serviced by a centralized water system shall indicate and/or provide the following:

- 1. If to be served by an existing water company or authority, a letter from the same indicating said company or authority can adequately serve the proposed subdivision or land development, including any conditions required for the provision of service;
- 2. Location and size of all waterlines;
- 3. Location of fire hydrants.

A subdivision and/or land development, when individual lots are serviced by individual wells shall indicate the proposed location of the subject wells upon the plans.

406.5 Storm drainage shall indicate and/or provide:

- 1. The location, size and material of all storm drainage facilities;
- 2. Watershed areas for each drainage facility or swale.

406.6 A letter from the applicable public utility company which provides electrical service and/or gas service to the Borough, indicating said company can and shall adequately serve the proposed subdivision or land development, including any conditions request for the provisions of service.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 4 PRELIMINARY PLAN Page 5

SECTION 407 ADDITIONAL MATERIALS SUBMITTED WITH PRELIMINARY PLAN

The following material and information shall be submitted with the Preliminary Plan:

- 407.1** Proof of ownership including a copy of the existing deed.
- 407.2** Preliminary Plan Application and required fee.
- 407.3** The required fee for Carbon County Planning Commission review.
- 407.4** A copy of the application for a Highway Occupancy Permit, if applicable, as required by the PA DOT.
- 407.5** Construction Plans which include, where applicable, preliminary design, preliminary profiles, typical cross-sections and specifications for the construction or installation of streets, sidewalks, sanitary sewers, sewage treatment facilities, storm drainage facilities, water lines, bridges or culverts.
 - a) Cross-sections for proposed streets and sidewalks shall be provided at intervals of fifty (50') and at intersections and the limits of work.
 - b) Engineering design of proposed bridges or culverts shall be prepared in conformance with the latest PA DOT design manuals.
 - c) Engineering design of a proposed central sewage system and/or central water supply and distribution system shall be accompanied by all permit applications for all respective utilities.
- 407.6** Any offers of dedication of proposed improvements, signed by the owner of the property and properly notarized.
- 407.7** A Sewage Planning Module and all accompanying data as required by the PA Department of Environmental Protection.
- 407.8** A copy of the Soil Erosion and Sedimentation Control plan application and related information as required by the Carbon County Conservation District.
- 407.9** Stormwater management plans, including drawing of present and proposed contours, stormwater runoff data and facilities for stormwater drainage.
- 407.10** In the case of delineation of wetlands, the wetland boundaries, as provided by the developer, must be verified by either the U.S. Army Corps of Engineers or the PA Department of Environmental Protection based upon a jurisdictional determination of said agencies.
- 407.11** Estimated costs by item for required improvements in accordance with Section 703 of this Ordinance.
- 407.12** Any other information deemed necessary by the Borough Council, including but not limited to any Impact Analysis, as defined in Article 2 of this Ordinance.
- 407.13** An executed written agreement under which the applicant agrees to fully reimburse the Borough for any and all consulting fees incurred resulting from the review of plans, applications and supporting information, data and/or reports or studies. In providing for such an agreement, the Borough Council, at its discretion, may require the applicant to establish an escrow account in a manner arranged for the Borough's withdrawal of funds for the payment of consulting fees incurred by the Borough.

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MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 5 FINAL PLAN Page 1

SECTION 501 SUBMISSION AND REVIEW PROCEDURE

- 501.1** The Borough Council shall review the Final Plan to determine its completeness including, but not limited to, conformance with the standards and data as set forth in Article 4 and any changes or modifications required by Council as a condition of granting approval of the Preliminary Plan.
- 501.2** The applicant shall submit the Final Plan written one (1) year from the date of the approval of the Preliminary Plan by the Borough Council, unless an extension in writing has been approved by the Borough Council. Failure to comply with the one (1) year time requirement shall render the Preliminary Plan and any accompanying approval as null and void, thus requiring a new submission of the Preliminary Plan.

SECTION 502 REVIEW AND APPROVAL/DISAPPROVAL OF PLAN

The Borough Council shall consider the reports, comments and recommendations as provided in Section 304.3 of this Ordinance. The Borough Council shall render a decision in conformance with Section 308 of this Ordinance. The following constitutes the type of action the Borough Council may take:

- a) The Borough Council may disapprove the Final Plan, in which case it shall specify the defects found in the application and describe the requirements which have not been met and shall, in each case, cite the provisions of this Ordinance relied upon.
- b) The Borough Council may conditionally approve the Final Plan, in which case it shall specify all additional information and/or changes needed, describing the requirements and/or conditions of approval the Preliminary Plan that have not been met, citing, in each case, the provisions of this Ordinance which were relied upon and/or the basis for additional information and/or changes. The additional information or changes shall be required prior to further consideration of the Final Plan. In granting conditional approval of the Final Plan, the Borough Council shall include their notification that the applicant, within thirty (30) days from the date of conditional approval, may notify the Borough Council of his refusal to accept all said conditions in writing. In such cases, the Borough Council's conditional approval shall be deemed rescinded upon receipt of the applicant's written notification. In the event that the applicant fails to notify the Borough Council of his refusal to accept all said conditions within thirty (30) days from the date of conditional approval, all conditions shall stand granted and deemed accepted by the applicant.
- c) The Borough Council may approve the Final Plan as submitted. Such approval by the Borough Council shall allow the applicant to file said Final Plan with the Carbon County Recorder of Deeds Office.

SECTION 503 FINAL PLAN DRAFTING STANDARDS

The Final Plan of a proposed subdivision or land development shall be at a scale not greater than:

- a) One (1) inch equals fifty (50) feet for a property in excess of two (2) acres.
- b) One (1) inch equals twenty (20) feet for a property equal to or less than two (2) acres.

The original drawing, and all submitted prints thereof shall be made on a sheet size of twenty-four (24) inches by thirty-six (36) inches.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)
MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 5 FINAL PLAN Page 2

SECTION 504 FINAL PLAN REQUIREMENTS

The Final Plan shall include all additional information and any changes required by the Borough Council in granting approval of the Preliminary Plan. It shall not be necessary to resubmit all supporting data required under the Preliminary Plan, provided there have been no changes. In the event of any changes, the procedures and requirements outlined in Section 308 of this Ordinance apply. The following additional information shall be included on the Final Plan:

- 504.1** Drawings and/or plans shall be titled "Final Plan."
- 504.2** An accurate field boundary survey of the entire site which shall be balanced and close with an error of closure not to exceed one (1) foot in five thousand (5,000) feet.
- 504.3** The location and material of all permanent monuments and lot markers.
- 504.4** Written certification by the responsible land surveyor, which attests to the accuracy of the survey and compliance with the applicable provisions of this Ordinance.
- 504.5** A three (3) inch by five (5) inch blocked space shall be provided on the Final Plan for the signatures of the President and Secretary of the Borough Council indicating the Borough Council's approval of the Final Plan and date of the same.
A separate three (3) inch by five (5) inch blocked space shall also be provided on the Final Plan for the appropriate signature and/or seal which indicates compliance with required review procedure by the Carbon County Planning Commission.
- 504.6** The latest source of title to the property as shown by deed, page number and book of the Carbon County Recorder of Deeds Office.
- 504.7** The exact dimensions of all streets, including right-of-way and cartway; lot lines, areas and distances; utility and other easements; and all land to be dedicated to public use.
- 504.8** All lot lines shall be completely dimensioned in feet if straight, and if curved, by designating length of arc and radius (in feet) and central angle (in degrees, minutes and seconds). All internal angles within the lots shall be designated to the closest second.
- 504.9** The Zoning District or Districts, delineated upon the Plan, along with the required building setback line and/or the proposed placement of each building shall be shown, and where corner lots are involved, the setback lines on both streets shall be shown.
- 504.10** If applicable, the number of the approved Highway Occupancy Permit and date of issuance or the notation that deed restrictions prohibit development or improvements to the site or parcels to be created thereunder until the appropriate Highway Occupancy Permit is secured.
- 504.11** A space shall be provided on the lower edge of the Final Plan for acknowledge of receipt and recording of the plan by the Carbon County Recorder of Deeds Office.

SECTION 505 ADDITIONAL MATERIAL – SUBMITTED WITH FINAL PLAN

The following material and information shall be submitted with the Final Plan:

- 505.1** The name and address of record owner, certification of ownership, certification of Plan's compliance with all applicable terms and conditions required by this Ordinance and/or the Borough Council, any offer of dedication, if applicable, certification by the record owner that the subject property is free and clear of any current or pending litigation. The aforementioned information shall be signed by the record owner and bear a Notary's Seal.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 5 FINAL PLAN Page 3

- 505.2** Final application and required fee.
- 505.3** If applicable, a copy of the Highway Occupancy Permit, as required by the PA DOT or the deed restriction that prohibits development or improvements to the site or parcels to be created thereunder until the Highway Occupancy Permit is secured.
- 505.4** Copies of final deed restrictions, those existing and those to be included upon recording, if any.
- 505.5** All final covenants running with the land governing the reservation and maintenance of dedicated or undedicated land or open space.
- 505.6** Written certification from the PA Department of Environmental Protection approving the required Planning Module and any supporting data.
- 505.7** Written certification from the Carbon County Conservation District approving the Soils Erosion and Sedimentation Control Plan.
- 505.8** Final construction plans and subsequent "as built" drawings of all sanitary sewer, water distribution and storm drainage systems, showing their exact location, size and invert elevations; the location of all manholes, inlets and culverts; and final profiles, cross-sections and specifications for proposed streets, sidewalks, sanitary sewers, water distribution systems and storm drainage systems, with written certification from the applicant's engineer which notes that the above plans and/or drawings are in compliance with the applicable governing design standards and/or have been installed in compliance with said plans or drawings. The submission of the above referenced "as built" drawings shall precede the release of any remaining funds placed as a final security by the developer.
- 505.9** If any streets are not offered for dedication to public use, the applicant shall submit and record with the plan a copy of the agreement made and executed on behalf of the applicant, including his heirs or assigns, subject to review by the Borough Council's Solicitor, establishing the conditions under which the streets may be later offered for dedication. Said conditions shall include, although not limited to, that the subject street shall conform to the Borough's design specifications at such time the offer of dedication is made or that the owners of the lots within the subject subdivision shall include with their offer of dedication sufficient funds, as estimated by the Borough Engineer, to provide the needed improvements required for conformance to the Borough's design specifications at the time of such dedication.
- 505.10** An agreement for any streets not offered for dedication, stating who shall homeowners association is deemed to be responsible, such association must be legally organized prior to approval of the Final Plan.
- 505.11** A financial security, in accordance with Section 704 of this Ordinance, subject to the approval by the Borough Council, for the installation of required improvements, unless all such improvements are installed and completed to design specifications prior to Final Plan approval.
- 505.12** A financial security for the maintenance of improvements, in accordance with Section 710 of this Ordinance.
- 505.13** If applicable, written certification from the Municipal Sanitary Authority granting final approval for the acceptance of the conveyance of sewage for treatment and disposal from the disposed subdivision and/or land development.
- 505.14** Written certification from the appropriate public utility company which authorizes and approves the provision of water, gas and electrical service for the proposed subdivision and/or land development.

MAJOR SUBDIVISION -- REQUIRES PRELIMINARY PLAN (ARTICLE 4) & FINAL PLAN (ARTICLE 5)

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 5 FINAL PLAN Page 4

- 505.15** All required permits and/or approvals from either the U.S. Army Corps of Engineers or the PA Department of Environmental Protection for site development activities which affects delineated wetlands.
- 505.16** The cost of all consulting fees and costs incurred by the Borough for the review of the application, plan and supporting information, data and/or reports or studies, including but not limited to, any required impact analysis and site inspections to insure compliance with the terms of approval and required improvements.

SECTION 506 RECORDING OF PLAN

The applicant shall record the Final Plan in accordance with the requirements as set forth in Section 310 of this Ordinance.

MINOR SUBDIVISION - - REQUIRES ONLY A FINAL PLAN (ARTICLE 5)
MINOR LAND DEVELOPMENT - - REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 6 MINOR SUBSIVISION /MINOR LAND DEVELOPMENT Page 1

SECTION 601 ONLY FINAL PLAN REQUIRED

The classification of a proposed subdivision as a “Minor Subdivision” shall only require the submission, review and approval of only a Final Plan. A land development classified as a “Minor Land Development” shall only require the submission, review and approval of only a Final Plan. The classification shall be based upon the definitions of terms “Minor Subdivision” and “Minor Land Development” as provided for under Article 2 of this Ordinance.

SECTION 602 SUBMISSION PROCEDURE

The submission procedure for a Minor Subdivision or Minor Land Development shall be in accordance with Section 303 if this Ordinance.

SECTION 603 DISTRIBUTION OF PLAN

The distribution of a Minor Subdivision Plan or Minor Land Development Plan shall be in accordance with Section 304 of this Ordinance.

SECTION 604 DRAFTING STANDARDS FOR MINOR PLANS

- 604.1** The final plan for a proposed Minor Subdivision or Minor Land Development shall be clearly and legibly drawn to scale not greater than:
- a) One (1) inch equals fifty (50) feet for a property in excess of two (2) acres.
 - b) One (1) inch equals twenty (20) feet for a property equal to or less than two (2) acres.
- 604.2** The original drawing, and all submitted prints thereof shall be made on a sheet size of twenty-four (24) inches by thirty-six (36) inches.

SECTION 605 REQUIREMENTS FOR MINOR PLANS

The Final Plan shall be noted as “Minor Subdivision—Final Plan” or “Minor Land Development—Final Plan” and contain the following information:

- 605.1** The name and address of record owner, with source of title by deed book and page number, certification of Plan’s compliance with all applicable terms and conditions required by this Ordinance, certification of ownership with a statement by the record owner that the subject property is free and clear of any current or pending litigation. The aforementioned information shall be signed by the record owner and bear a Notary’s Seal.
- 605.2** The name and address of the applicant, if different from owner.
- 605.3** Name of proposed subdivision or land development.
- 605.4** Name and address of registered engineer and/or registered land surveyor, responsible for the subdivision plan or land development plan, including certification of the accuracy of the plan for an error of closure not to exceed one (1) foot in five thousand (5,000) feet and its conformance to the applicable provisions of this Ordinance.
- 605.5** North point, graphic scale and date, including the month, day and year that the original drawing was completed and the month, day and year that the original drawing was revised for each revision.
- 605.6** Total tract boundaries of the property being subdivided and/or developed, showing bearings and distances, and total size of the property, expressed in acreage and square feet.
- 605.7** The total number of proposed lots, within a subdivision, with identification numbers for each or for a land development, the location of buildings upon the lot with identification numbers for each.

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)
MINOR LAND DEVELOPMENT -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 6 MINOR SUBSIVISION /MINOR LAND DEVELOPMENT Page 2

- 605.8** The dimensions and area of all lots, expressed in both square feet and acres.
- 605.9** The Zoning District or Districts, delineated upon the Plan, along with the required building setback line and/or the proposed placement of each building shall be shown, and where corner lots are involved, the setback lines on both streets shall be shown.
- 605.10** The required yard setbacks, as provided in the Zoning Ordinance, for all lots along each street or in the case of a land development, the proposed placement of each building along each street and the proposed use of each building.
- 605.11** The location and dimensions of all existing structures, including accessory structures and off-street parking areas upon the subject property.
- 605.12** The distance of all existing structures to lot lines, front, rear and side, which will result upon approval of the plan.
- 605.13** The names of all adjoining property owners, including block and lot numbers from the Carbon County Assessor's Office.
- 605.14** All existing streets, public or private, including streets or record (recorded but not constructed) on or abutting the subject tract, including their names and right-of-way widths.
- 605.15** All existing sewer lines, water lines, fire hydrants, utility transmission lines, utility easements or right-of-ways, culverts, storm drains, bridges, railroad right-of-ways, and other significant man-made features located within the boundaries of the proposed subdivision or land development.
- 605.16** Existing watercourses, streams, ponds, wetlands, floodplain and/or flood prone areas, wooded areas, tree masses and rock outcrops within the proposed subdivision or land development.
- 605.17** With regard to wetlands, all plans must specifically address the subject of as to whether any wetlands are located upon the site. If no wetlands are located within the site, a certification of the absence of wetlands shall be noted upon the plan, which is certified by a person with appropriate training and experience in the identification of wetlands. If wetlands are located within the site, a delineation of all wetland boundaries, upon the site shall be provided by a person with appropriate training and experience in the identification of wetlands. The inclusion of wetlands upon the site shall require a complete survey, delineation and total acreage of said wetland boundaries included upon the plans. The total acreage of any wetland area proposed to be distributed shall also be indicated upon the plans.
- 605.18** Existing contour lines at vertical intervals of not greater than five (5) feet, when existing slopes are five (5%) percent or greater. Existing contour lines at vertical intervals of not greater than ten (10) feet, when existing slopes are less than five (5%) percent.
- 605.19** If the lots or development are to be serviced by individual on-lot sewage disposal:
- a) The location of soil percolation test sites.
 - b) Location and extent of various soil types within the site from DEP definitions for each.
 - c) Proposed or typical location of building and/or structure with proposed location of wells, if applicable.
 - d) Copy of the applicable report and findings of the Borough's Sewage Enforcement Officer.
- 605.20** All easements, existing and/or proposed, including their location, dimensions and purpose.

MINOR SUBDIVISION -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)
MINOR LAND DEVELOPMENT -- REQUIRES ONLY A FINAL PLAN (ARTICLE 5)

ARTICLE 6 MINOR SUBDIVISION / MINOR LAND DEVELOPMENT Page 3

SECTION 606 INFORMATION TO BE SUBMITTED WITH PLAN

The following information, as applicable, shall be submitted with the Final Plan of a Minor Subdivision or Minor Land Development:

- a) Proof of ownership including a copy of the existing deed.
- b) Application for Minor Subdivision Plan or Minor Land Development Plan, and the required fees.
- c) Required fee for Carbon County Planning Commission review.
- d) If applicable, an approved Highway Occupancy Permit, as required by the PA DOT or a deed restriction that prohibits development or improvements to the site or parcels to be created thereunder until the Highway Occupancy Permit is secured.
- e) If applicable, a letter of commitment from the Sanitary Authority that said Authority can and shall adequately serve the proposed subdivision or land development and accept the conveyance of sewage for treatment and disposal, including any conditions required for the provision of service.
- f) Written certification from the appropriate public utility company which authorizes and approves the provision of water, gas and electrical service for the proposed subdivision and/or land development, including any conditions required for the provision of service.
- g) If applicable, the Sewage Enforcement Officer's report and findings regarding percolation testing of the site for suitability of the site for any proposed on-lot sewage system as required by DEP.
- h) Copies of deed restrictions, those existing and those to be included upon recording of plan.
- i) Copies of description of easements, existing easements of record and any proposed easement to be included upon recording of plan.
- j) In the case of delineation of wetland, the wetland boundaries, as provided by the developer, must be verified by either the U.S. Army Corps of Engineers of the PA Department of Environmental Protection based upon a jurisdictional determination of said agencies and all required permits and/or approvals from either the U.S. Army Corps of Engineers or the PA Department of Environmental Protection for site development activities which affect delineated wetlands.
- k) If applicable, an appropriate Soil Erosion and Sedimentation Control Plan, approved by the Carbon County Conservation District.
- l) An appropriate Planning Module for Land Development, approved by DEP.
- m) Any other information as required by the Borough Council.
- n) The cost of all consulting fees incurred by the Borough for the review of the application, plans and supporting formation, data and/or reports or studies, including but not limited to, any required Impact Analysis and site inspections of the property to insure compliance with the terms of approval and required improvements.

SECTION 607 RECORDING OF PLAN

The applicant shall record the Final Plan in accordance with the requirements as set forth in Section 310 of this Ordinance.

Please indicate by a check () what has been included with the Plan Submission. Enter "NA" if not applicable.

	<u>Included</u>	<u>Not Included</u>
1. Original Copy of Completed Subdivision Application Form	_____	_____
2. Copy of Preliminary Plan Checklist	_____	_____
3. Fifteen (15) copies of the Preliminary Plan	_____	_____
4. Fifteen (15) copies of Supporting Documents	_____	_____
5. Review letter from PA DOT (if applicable)	_____	_____
6. Review letter from Soil Conservation District	_____	_____
7. Review letters from all affected Utility Companies	_____	_____
8. Review letter from Plan Administrator Combined Watersheds Stormwater Management Plan	_____	_____
9. The required fees	_____	_____
10. Plan drawings at a size of 24" x 36"	_____	_____
11. Drawing scale set to 1" = 50 feet or 1" = 100 feet	_____	_____
12. Drawing scale for profile drawings 5 ft. per inch or 10 ft. per inch for horizontal scale of 1" = 100 feet	_____	_____
13. Dimensions in feet and decimal part thereof and bearings in degrees, minutes and seconds	_____	_____
14. Drawings sheets numbered and relations of each sheet to total number of sheets shown	_____	_____
15. A detailed legend indicating clearly which features are existing and which are proposed	_____	_____
16. Revisions clearly indicated, if the Plan has been revised, revision number, revision date shown	_____	_____
17. A boundary line clearly shown and shown as a heavy line	_____	_____
18. Nature and location of subdivision	_____	_____
19. Each drawing sheet has a sheet title, dated, and shown as "Preliminary Plan"	_____	_____
20. Names and addresses of		
• Landowner	_____	_____
• Developer	_____	_____
• Corporate Officers, and major shareholders	_____	_____
• Adjoining property owners	_____	_____
21. Owners Statement of Intent	_____	_____
22. Names, addresses, signatures, and seals of licensed engineer, and licensed surveyor	_____	_____
23. Approval signature block for Borough Planning Commission	_____	_____
24. Review signature block for County Planning Commission	_____	_____
25. Approval signature block for Borough Council	_____	_____
26. Location Map at a suitable scale showing the relationship of the site to adjoining properties and roads within one-thousand (1000) feet, and municipal boundaries, and zoning districts within one-thousand (1000) feet	_____	_____
27. Location and type of existing monuments and pins	_____	_____
28. North Arrow	_____	_____
29. Graphic Scale	_____	_____
30. Boundaries of all adjoining properties with names of landowners, tax numbers, Deed Book volume, and page numbers	_____	_____
31. Deed Book volume and page number, as entered by the Recorder of Deeds Office, showing the most recent source of title to the land being subdivided	_____	_____
32. Tax map sheet, block and number for the tract being subdivided	_____	_____

Please indicate by a check () what has been included with the Plan Submission. Enter "NA" if not applicable.

- 33. Existing and proposed contour lines at vertical intervals of five (5) feet or at such lesser interval as may be necessary for satisfactory study and planning of the tract _____
- 34. Steep slopes (slopes greater than 25%) shown _____
- 35. Permanent and seasonal high water table areas _____
- 36. Watercourses, lakes, ponds, flood-prone areas and wetlands _____
- 37. One hundred (100) year flood plain shown _____
- 38. Wetlands statement _____
- 39. Delineation of various soil types with Soil Conservation Service definitions and Department of Environmental Protection classifications for all soil types present _____
- 40. Rock outcrops, and other significant topographical features _____
- 41. Boundary lines of the area being subdivided _____
- 42. Bearings, line lengths, radii, arc lengths, street widths, R-O-W and easement widths of all lots, streets, R-O-W, easements and public areas to accurately reproduce each on the ground _____
- 43. Existing lot layout on the site _____
- 44. Historic sites, and existing structures on the site _____
- 45. Existing sanitary sewer lines, storm sewers, culverts, water lines, bridges, electric and other utility lines _____
- 46. Existing well locations _____
- 47. Existing on-lot septic system including drain field _____
- 48. Existing utility easements and restrictive covenants for purpose which could affect development _____
- 49. Zoning classifications _____
- 50. Set-Back requirements from lot lines _____
- 51. Lot size requirements _____
- 52. Yard size requirements _____
- 53. Total acreage of proposed site _____
- 54. Lot numbers and total number of proposed lots _____
- 55. Dimensions including width, depth, and area of proposed lots _____
- 56. Proposed street layout with clear site triangles, and street sign locations shown _____
- 57. Proposed parking area locations and details _____
- 58. Proposed roadway R-O-W, cartways, curb lines, horizontal curve data, and centerlines _____
- 59. Details of all intersections of proposed roads with proposed or existing public roadways including grade, and leveling areas _____
- 60. Location and type of proposed monuments, and markers _____
- 61. Proposed easements and restrictive covenants _____
- 62. Areas proposed for dedication to Borough shown _____
- 63. Proposed Open Space and recreation areas shown _____
- 64. Proposed well location _____
- 65. Proposed dwelling location _____
- 66. Proposed sidewalk locations _____
- 67. Proposed primary and secondary on-lot septic system drain fields _____
- 68. Soil probe locations of proposed on-lot septic system primary and secondary drain fields _____
- 69. Percolation test hole locations of proposed primary and secondary on-lot septic system drain fields _____
- 70. Line size and station location corresponding to profile of any proposed of any proposed centralized sanitary sewers _____
- 71. Profiles of existing ground surface with elevations at top of manholes or inlets of proposed sanitary sewer lines _____

Please indicate by a check () what has been included with the Plan Submission. Enter "NA" if not applicable.

- 72. Location of proposed sanitary sewer manholes with inverts of inlet and outlet lines _____
- 73. Location of proposed centralized sanitary sewer laterals _____
- 74. Location and size of proposed centralized water system lines _____
- 75. Description of proposed centralized water source _____
- 76. Relationship of proposed and existing sanitary sewer, water, gas, electric and all other utility lines shown in cross-section, and layout _____
- 77. Limits of earth disturbance shown _____
- 78. Temporary earth, fill or rock storage piles shown _____
- 79. Road profiles showing proposed and existing ground surfaces at road centerlines, vertical curve data, minimum sight, distances, grades, and elevations _____
- 80. Locations and descriptions of proposed stormwater drainage piping, culverts (including invert, cover & slope), swales, manholes, or other road drainage structures _____
- 81. Profile of stormwater drainage piping showing type, and size of pipe, manhole and inlet locations, and grade at top of each inlet structure _____
- 82. Details of drainage easements shown where required _____
- 83. Typical roadway cross-section details _____
- 84. Pipe bedding details, and trench fill details _____
- 85. Drainage swale cross-section details _____
- 86. Stormwater drainage and control structure details _____
- 87. Centralized potable water supply system details _____
- 88. Sanitary sewer structure, and equipment details _____
- 89. Curb, and sidewalk details _____
- 90. Dimensions and areas of all lots _____
- 91. Street lighting locations, and details of lighting _____
- 92. Fire hydrant locations and details _____
- 93. Applicable DEP Sewage Planning Module _____
- 94. Current Deed of Tract being subdivided _____
- 95. Certification of Public Water Supply System _____
- 96. Stormwater Drainage Management Plan including calculations with statement from engineer(s) preparing study that said engineer has been to site and conducted visual inspection _____
- 97. Highway Occupancy Permit (if applicable) _____
- 98. Deed restrictions or covenants existing or to be imposed as a condition of sale _____
- 99. Soil Erosion and Sedimentation Control Plan _____

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**APPLICANT**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_