

SUBDIVISION AND LAND DEVELOPMENT

192 Attachment 3

Township of Lower Allen

Final Plan Checklist and List of Submittal Requirements for Minor Subdivisions and Certain Land Developments

Applicant's Name: _____

Applicant's Address: _____

Applicant's Daytime Phone No.: _____

Applicant's Signature: _____ Date of Submittal: _____

A. GENERAL SUBMISSION ITEMS (The Township staff may require the submission of additional numbers of copies.):

- ☐ 1. Township application/review fee(s)/escrow
- ☐ 2. One copy of the application (See Appendix A.)
- ☐ 3. One copy of the minor subdivision plan checklist (using the photocopies of the pages in this section)
- ☐ 4. Seventeen copies of the complete final plan
 - ☐ a. One copy of the final plans marked "Township File Copy" with original signatures and seals of plan preparers
- ☐ 5. Two sets of supporting documents

B. DRAFTING REQUIREMENTS: All information shall be legibly and accurately presented.

- ☐ 1. Plans prepared on a standard-sized sheet with a minimum size of 18 inches by 24 inches and a maximum size of 24 inches by 36 inches. Sheets should be folded to approximately 9 inches by 12 inches in size, in such a manner that the title of the sheet faces out
- ☐ 2. Plans drawn at a maximum scale of one inch equals 50 feet or other scale pre-approved by the Township Engineer or Township staff
- ☐ 3. All dimensions set in feet and decimal parts thereof, and bearings in degrees, minutes and seconds
- ☐ 4. Differentiation between existing and proposed features
- ☐ 5. Boundary line of the tract, shown as a heavy boundary line
- ☐ 6. Plans shall include standard notes, plan format and signature blocks as established by the Township

C. GENERAL INFORMATION:

- ☐ 1. Name and location of project (such as the "Smith Subdivision No. 2")
- ☐ 2. Name of landowner and developer (with addresses)
- ☐ 3. Names and addresses of abutting property owners, with abutting lot lines
- ☐ 4. Notarized owners statement of intent (See Appendix.)
- ☐ 5. Name, address, signature and seal of the plan surveyor and plan preparer (See Appendix.)
- ☐ 6. Approval/review signature blocks for (See Appendix B.): the Township Board of Commissioners and County Planning Commission staff
- ☐ 7. Context/location map at a standard scale (one inch equals 800 feet or larger) showing the location of the project and watercourses, municipal borders and existing and proposed streets adjacent to the tract
- ☐ 8. North arrow, graphic scale, written scale
- ☐ 9. Date of plan and all subsequent revision dates (especially noting if this is a revision of a previously approved plan)
- ☐ 10. Deed Book volume and page number from county records
- ☐ 11. Tax Map, block and lot number for the tract being subdivided

D. NATURAL FEATURES:

- ☐ 1. Contour lines shall be:
 - ☐ a. Based on a field survey or photogrammetric procedure at an interval of two feet (or other interval pre-approved by the Township Engineer or Township staff) at a scale of one inch equals 100 feet or larger;
 - ☐ b. Note: Contours are not required to be shown within areas of lots of 10 acres or more that are clearly not intended to be altered as a result of this proposed subdivision, unless needed for stormwater management
- ☐ 2. Identification of any slopes of 15% to 25%, and greater than 25%
- ☐ 3. Areas within any hydric soils (see County Soil Survey), with a notation that there are none if that is the case.
- ☐ 4. Watercourses (with any name), natural springs, lakes and wetlands: Detailed delineations with courses and distances of wetlands are not required if there is clearly no alteration, buildings, earthmoving, driveways or septic systems proposed within 200 feet of any area that could be reasonably suspected of being wetlands; however, such areas suspected of being wetlands shall be shown on the plans.

- ☐ 5. Areas of existing mature woods, with areas noted that are proposed to be preserved or removed

E. MAN-MADE FEATURES:

- ☐ 1. Existing and proposed lot lines:
 - ☐ a. The boundaries of lots (other than a residual lot of at least 10 acres) shall be determined by accurate field survey, closed with an error not to exceed 1 in 10,000 and balanced
 - ☐ b. The boundaries of any residual tract which is greater than 10 acres may be determined by deed
- ☐ 2. Location of existing and proposed monuments
- ☐ 3. Sufficient measurements of all lots, streets, rights-of-way, easements and community or public areas to accurately and completely reproduce each and every course on the ground
- ☐ 4. Buildings estimated to have been built before 1930 that are proposed to be impacted by the subdivision, with name and description
- ☐ 5. Sewer lines, stormwater facilities, waterlines, bridges and culverts
- ☐ 6. Existing and proposed utility easements and restrictive covenants and easements for purposes which might affect development (stating which easements and rights-of-way proposed for dedication to the municipality)
- ☐ 7. Proposed (if known) and existing nonresidential building locations and land uses
- ☐ 8. Easements/covenants addressing maintenance of stormwater easements
- ☐ 9. Underground utilities and pipelines

F. ZONING REQUIREMENTS:

- ☐ 1. Applicable zoning district, including any overlay districts, and comparison of zoning requirements to proposed in tabular form, such as minimum lot area, setbacks, height, parking, etc.
- ☐ 2. Minimum setback requirements shown for each lot
- ☐ 3. Sufficient information to determine compliance with the

G. PROPOSED LAYOUT:

- ☐ 1. Total acreage of site and total proposed number of lots
- ☐ 2. Identification number for each lot
- ☐ 3. Lot width (at minimum building setback line) and lot area for each lot

- ☐ 4. Symbols: As applicable, the following existing and proposed items shall be shown for each lot, using standard symbols that are identified in a legend on the plan
 - ☐ Well (if not connected to central water system): with required separation distance shown from septic drain fields, and with dimensions from lot lines
 - ☐ Primary drain field (with dimensions from lot lines, and with depth of limiting zone and average percolation rate stated on plan)
 - ☐ Secondary drain field: shall be perc tested and dimensioned from lot lines
 - ☐ Suitable soil probe location, with depth to limiting zone
 - ☐ Unsuitable soil probe location, with depth to limiting zone
 - ☐ Suitable percolation test locations two sites required meeting DEP requirements), with average percolation rate
 - ☐ Unsuitable percolation test location(s), if any
- ☐ 5. Existing and proposed storm drainage facilities or structures
- ☐ 6. Exact slope across proposed primary and secondary on-lot sewage system sites

H. ADDITIONAL INFORMATION: The Planning Commission may require the submission of any additional information that would be required for the final plan of a major subdivision under § 192-36, if needed to determine compliance with this chapter.

- ☐ 1. Residual lands sketch: If the submitted plans do not include all undeveloped or underdeveloped adjacent or abutting lands owned by the same landowner or under control of the same developer (or closely related corporations), then a sketch shall be submitted at an appropriate scale, on one sheet, covering all such land holdings, together with a sketch of a reasonable future road system and pedestrian trails to demonstrate that the proposed subdivision provides for the orderly development of any residual lands and/or does not adversely affect the potential development of residual lands
- ☐ 2. Copy of the DEP sewage planning module application, if applicable, as completed by the applicant, with evidence that the application has been forwarded to the proper review agencies for comments
- ☐ 3. Copy of existing deed of property
- ☐ 4. Erosion and sediment pollution control plan, if required