

ELDRED TOWNSHIP PLANNING COMMISSION ... PLAN CHECKLIST

Minor - Major Subdivision Checklist
Preliminary - Final

Date Submitted : _____
Applicant: _____
Date reviewed by Secretary : _____
Date reviewed by Planning Commission : _____
Accepted or Rejected (circle one)

A. DRAFTING STANDARDS

- | YES | NO | |
|-----|-----|---|
| ___ | ___ | (1) Plans shall be prepared on a standard sheet of 12" x 18", 18" x 24", 24" x 36", or 36" x 48", except when the Commission approves of other size plans. Three copies shall be on "mylar" or a comparable quality material. |
| ___ | ___ | (2) All information shall be legibly and accurately presented. |
| ___ | ___ | (3) Plans shall be drawn at a scale of one inch (1") equals fifty feet (50') OR one inch (1") equals one hundred feet (100'). |
| ___ | ___ | (4) All dimensions shall be in feet and decimal parts thereof, and bearings in degrees, minutes and seconds. |
| ___ | ___ | (5) Each sheet shall be numbered and show its relationship to the total number of sheets. |
| ___ | ___ | (6) Plans shall be so prepared and shall bear an adequate legend to indicate clearly which features are existing and which are proposed. |
| ___ | ___ | (7) When the plan is a revision of a previously approved plan, note the revisions. |
| ___ | ___ | (8) The boundary line of the subdivision shall be shown as a solid heavy line. |

B. SITE PLAN:

- | | | |
|-----|-----|--|
| ___ | ___ | (1) Name and location of subdivision. |
| | | (2) Names and addresses of: |
| ___ | ___ | a) land owner |
| ___ | ___ | b) developer |
| ___ | ___ | c) corporate officers and major shareholders |
| ___ | ___ | d) Licensed engineer or licensed surveyor, which shall comply with the Pennsylvania Engineer's Registration Law, responsible for the preparation of the plan. |
| ___ | ___ | e) adjoining property owners, including those across adjacent roads. |
| ___ | ___ | (3) Location map at a scale of one inch (1") equals two thousand feet (2,000'), showing the relation of the site to adjoining properties and streets within one thousand feet (1,000') |
| | | (4) General Information |
| ___ | ___ | a) north arrow, true or magnetic |
| ___ | ___ | b) graphic scales, 1" = 50" or 1" = 100" (prefer) |
| ___ | ___ | c) date of plan |
| ___ | ___ | d) site boundaries: these boundaries shall be determined by accurate field survey, closed with an error of not to exceed one (1) in ten thousand (10,000) and balanced. |
| ___ | ___ | e) boundaries of all adjoining properties with names of all landowners. |
| ___ | ___ | f) location of all existing monuments. |

- ____ (5) Location of natural features on the site
- ____ a) contour lines at an interval of not more than twenty feet (20') as accurately
____ superimposed from the latest U.S.G.S. quadrangle map.
- ____ b) permanent and seasonal high water tables
- ____ c) water courses, lakes and wet lands
- ____ d) one hundred (100) year flood zones
- ____ e) location and extent of various soil types and D.E.R. classification for each.
- ____ f) rock outcrops and stone fields
- ____ (6) Location of existing man-made features
- ____ a) streets and right-of-ways, including name and right-of-way widths, on the site and on
____ immediately adjacent tracts.
- ____ b) existing lot layout on the site and on immediately adjacent tracts
- ____ c) historic sites or structures, including names and descriptions.
- ____ d) sewer lines, storm drains, and culverts
- ____ e) bridges
- ____ f) utility easements, restrictive covenants, and easements for purposes which might affect
____ development.
- ____ (7) Proposed layout
- ____ a) total acreage of site
- ____ b) existing and proposed contour lines at intervals of two feet (2') if slope is 15% or less,
____ five feet (5') if slope is between 15% and 25%, or twenty feet (20') if slope exceeds 25%.
____ These contour intervals shall be based on a field survey or photogrametric procedure.
- ____ c) layout of streets, with proposed names, including widths of cartways and right-of-ways.
- ____ d) layout, identification by number, and dimensions, and areas of lots.
- ____ e) building setback lines
- ____ f) in nonresidential developments and planned residential developments, the arrangements
____ and use of buildings and parking areas, with all necessary dimensions and number of
____ parking spaces. Elevations and perspective sketches of proposed building are
____ encouraged.
- ____ g) right-of-ways, restrictive covenants, and easements for all drainage, utilities, or other
____ purposes which might affect development.
- ____ h) proposed areas for location of wells and subsurface disposal fields.
- ____ i) sidewalks and pedestrian paths
- ____ j) open space areas
- ____ k) recreation facilities
- ____ l) street lights
- ____ m) fire hydrants
- ____ n) proposed interior tract monuments
- ____ o) a place on the plan for recommendation by the planning commission and for the
____ approval of the planning commission, including a space for date of approval.

C SEDIMENTATION AND EROSION CONTROL PLAN

- ____ (1) Two copies of the approved "Soil and Erosion Control Plan"

D. PLANNING MODULE FOR LAND DEVELOPMENT

- ____ (1) A completed Planning Module for Land Development as required by Chapter 71 of the
____ Pennsylvania Sewage Facilities Act shall be submitted.

E IMPROVEMENT CONSTRUCTION PLAN (DRAINAGE AND CONSTRUCTION)

(1) Scales

The improvement construction plan shall be at any of the following scales:

<u>Horizontal</u>	<u>Vertical</u>
20' / inch	2' / inch
50' / inch	5' / inch
100' / inch	10' / inch

(2) Streets

a) Horizontal plan

- i) center lines with bearings, distances, curve data and stations corresponding to the profile.
- ii) right-of-way and curb lines with radii at intersections.
- iii) beginning and end of proposed construction.
- iv) tie-ins by courses and distances to intersection of all public roads, with their names and widths.
- v) location of all proposed monuments with reference to them.
- vi) property lines and ownership of abutting properties.
- vii) location and size of all drainage structures, sidewalks, public utilities, lighting standards, and street name signs.

b) Profile

- i) profile of all existing ground surface along center line of street
- ii) proposed center line grade with percent on tangents and elevations of fifty feet (50') intervals.
- iii) vertical curve data including length, elevations and minimum sight distance as required by Article 9.

c) Cross-section

- i) right-of-way width and location and width of paving.
- ii) type, thickness, and crown of paving
- iii) type and size of curb
- iv) grading of sidewalk area
- v) location, width, type and thickness of sidewalks
- vi) typical location of sewers and utilities with sizes

(3) Storm Drains and Sanitary Sewers

a) Horizontal plan

- (i) location and size of line with stations corresponding to the profile.
- (ii) location of manholes or inlets with grade between and elevation of flow line and top of each manhole or inlet.
- (iii) property lines and ownership, with details of easements where required.
- (iv) beginning and end of proposed construction.
- (v) location of laterals.
- (vi) location of all other drainage facilities and public utilities in the vicinity of storm and/or sanitary sewer lines.
- (vii) hydraulic design data for culverts and/or bridge structures.

b) Profile

- (i) profile of existing ground surface with elevations at top of manholes or inlets

- — (ii) profile of storm drain or sewer showing types and size of pipe, grade, cradle, manhole, and inlet locations, and elevations along flow line at fifty foot (50') intervals.

F. SUPPORTIVE DOCUMENTS AND INFORMATION

- — (1) Protective covenants shall be on all final plans, providing for:
- — a) building setbacks
- — b) corner lot sight easements
- — c) utility, drainage and slope easements
- — d) "Well and sewage disposal systems shall be constructed in accordance with recommended standards of the Pennsylvania Department of Environmental Resources." *(if appropriate)*
- — e) "Individual owners of lots must apply to the Township for a sewage permit prior to undertaking the construction of an on-lot sewage disposal system." *(if appropriate)*
- — f) "The Planning Commission and the Board of Supervisors have not passed upon the feasibility of any individual lot or location within a lot being able to sustain any type of well or sewage disposal system." *(if appropriate)*
- — (2) Reference to deeds for all properties of the tract to be developed as a subdivision or land development.
- — (3) All private deed restrictions already imposed or to be imposed as a condition of sale.
- — (4) Agreement for any street not offered for dedication. Such agreement shall state who is responsible for the improvement and maintenance of such streets until dedicated to the township. If an association of lot owners is made responsible, such association must be legally organized prior to plan approval.
- — (5) A formal contract providing for the maintenance of open space and the method of management, together with all offers of dedication and covenants governing the reservation and maintenance of undeveloped open space, bearing the certificate of approval of the Township Solicitor.
- — (6) Community Impact Analysis: The Board of Supervisors may require the submission of a revised Community Impact Analysis to reflect any changes in the Final Plan from the Preliminary Plan. Such revisions shall conform to the requirements of 4.3c(a) in the Final Plan.
- — (7) The seal of the Professional Engineer or Registered Surveyor responsible for preparation for the plan.
- — (8) The Deed Book volume and page number, as entered by the County Recorder, referencing the latest source of title to the land being subdivided.
- — (9) All signed agreements or contracts with utility companies, water companies or authorities, or sewage companies or authorities for the provision of services to the subdivision.
- — (10) Highway Occupancy Permit

G. SIGNATURES

— — After all signatures have been affixed to the reproducible print of the final plan, the applicant shall supply one (1) copy of the final plan to the commission.