

SOUTH FRANKLIN TOWNSHIP

Subdivision Review Checklist

PREAMBLE: Further In-depth details are fully explained in the Township's Subdivision and Land Development Ordinance (SALDO) enacted May 7, 2013

NOTE: Before proceeding determine if it is a Major or Minor Subdivision. Major subdivisions contain over ten (10) lots and are rarely put before the Planning Commission so they will not be covered in this Subdivision Review Checklist. Pre-application meetings are normally conducted for Major Subdivisions.

ATTENTION - STOP: It is a PADEP requirement that all subdivided lots have an approved sewage disposal system. If the applicant has not conducted a percolation test, or does not have documentation from the Washington County Sewage Council, Township subdivision review and/or approval must be tabled until such time that the applicant has produced satisfactory documentation from the sanitation office.

GENERAL COMMENTS: 1. It is recommended practice on even minor subdivisions that the Applicant has a pre-application conference with the Township Manager, Construction & Zoning Officer and possibly the Township Engineer to obtain forms and review zoning ordinance requirements of the Zone in which the subdivision is proposed. The pre-application conference is voluntary and no formal fee or application is required.

2. Subdivision must be in strict accordance with zoning district in which the proposed lots are located.

3. The cost of all required infrastructure improvements, roads, water, sewer, etc., shall be constructed and installed at no cost to the Township, and be in full compliance with the Township specifications for such.

4. All plans shall be on 22"x 34" paper. Miscellaneous random sizes will not be accepted. All plans should include;

- * North arrow
- * Acreage of lot(s) being subdivided as well as remaining residual acreage.
- * Name of subdivision, and all landowners adjoining proposed subdivision.
- * Key Map indicating location of property to be developed in relationship to surrounding area.

* All existing easements and Rights-of-Ways associated with the subdivision, and adjoining the subdivision.

* Be produced to standard engineering scale (**ONLY SCALES OF:** 1"=10'; 1"=20; 1"=30'; 1"=40'; 1"=50'; 1"=60'; 1"=100'; 1"=200'). Oddball scales such as 1"=35' or 1"=80' will not be accepted.

* All existing utilities, gas, water, storm drains and culverts shall be shown on the plans.

* All existing gas or oil wells on the property.

* All existing streams, wetlands, floodplains or other natural drainageways.

* If on-lot sewage disposal/septic system, approved percolation site(s) should be shown on all subdivided lots.

* Notation on plans indicating the zoning district in which the lot(s) is located and all set-back distances required in for that particular zoning district.

* Notation of any waivers, variances, or special exceptions and the date they were granted, if any.

* If plans are Final, there should be a Signature block for; 1.) Township Secretary, 2.) Chairman of the Board of Supervisors, 3.) Planning Commission Chairman, 4.) Planning Commission Secretary certifying that the Board of Supervisors have approved the final plan and any changes thereto, 5.) professional surveyor signature and seal that prepared the plans.

* Upon recording of final plans with the Washington County Recorders Office the applicant shall deliver to the Township one (1) paper copy of the plan.

NOTE: The Planning Commission may require that a plan include additional information as it pertains to Ordinances, Zoning, or for clarity of the particular site being proposed.

Respectfully submitted,

Fred E. Pozzuto

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Reg. Prof. Geologist, Civil Engineer, Soil Scientist, S.E.O.

South Franklin Township's Construction and Zoning Officer