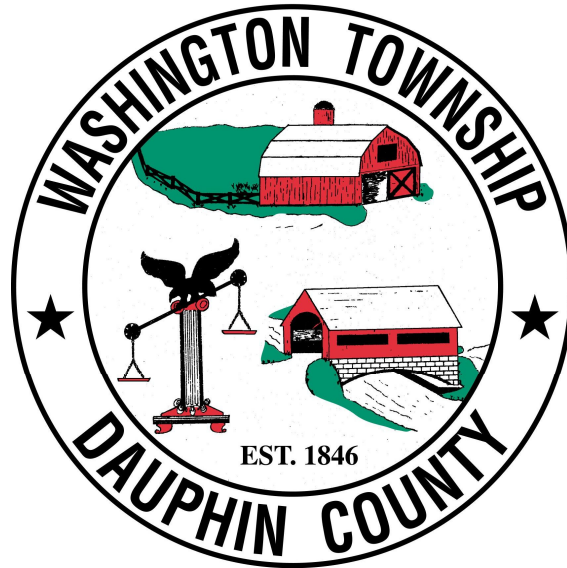


Washington Township Dauphin County



Subdivision and Land Development Developers Information Packet

Plan Classification:

Subdivision

Land Development

Combined

Five paper copies of Plan Submitted: Yes No

PDF of Plan Submitted: Yes No

Email PDF to: washingtontownship@wtwp.org

WASHINGTON TOWNSHIP
APPLICATION FOR CONSIDERATION OF A SUBDIVISION
AND/OR LAND DEVELOPMENT PLAN

File No. _____
Date of Receipt/Filing: _____
(for Township use only)

The undersigned hereby applies for approval under the Washington Township Subdivision and Land Development Ordinance for the Plan, submitted herewith and described below:

1. Plan Name: _____

Plan Date: _____ Total Tract Area: _____

Purpose of Plan: _____

2. Project Location: _____

3. Name of Property Owner(s): _____

Address: _____ Phone No. _____

_____ E-mail: _____

4. Tax Parcel No.: 66- _____ Zoning District: _____

5. Land Use:

_____ Single Family (Detached)

_____ Commercial

_____ Multi-Family (Attached-Sale)

_____ Industrial

_____ Multi-Family (Attached-Rental)

_____ Institutional

_____ Mobile Home Park

_____ Other (specify)

6. Number of Lots and/or Units: _____

7. Application Classification:

_____ Sketch Plan (optional)

_____ Prel. /Final Plan

_____ Preliminary Plan

_____ Revised Plan

_____ Final Plan (date of Prel. Plan approval): _____

8. Name of Applicant (if other than owner): _____

Address: _____ Phone No. _____

_____ Email: _____

9. Plan Preparer: _____

Address: _____ Phone No. _____

_____ Email: _____

Person responsible for Plan: _____

10. Is a Zoning Variance, Special Exception and/or Conditional Use Approval necessary? _____ If yes, please specify: _____

11. Type of Water Supply Proposed: _____ Public _____ Semi-Private _____ Individual

12. Type of Sanitary Disposal Proposed: _____ Public _____ Semi-Private _____ Individual

13. Linear Feet of New Street: _____.

Identify all street(s) not proposed for dedication _____

14. Sewer Facilities Plan Revision or Supplement Number _____ and date submitted _____.

15. Fees Submitted: \$ _____

The cut-off date for plan submission for Washington Township Planning Commission review is two weeks prior to the meeting.

It shall be the responsibility of the Applicant and/or Plan Preparer to submit the Plan to the Dauphin County Planning Commission Office for review.

The undersigned hereby represents that, to the best of his/her knowledge and belief, all information listed above is true, correct and complete.

Signature of Applicant / Agent

Date

PLAN SUBMITTAL AND FEES

Subdivision Plan Fees

Preliminary Plan	\$75.00 Base filing fee plus \$300.00 escrow 1-3 lots plus \$30.00/lot escrow 4 or more lots	Final Plan	\$100 Base filing fee plus \$300.00 escrow 1-3 lots \$30.00/lot escrow 4 or more lots
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Land Development Plan Fees

Preliminary Plan	\$75.00 Base filing fee plus \$600.00 escrow 1-3 lots plus \$30.00/lot escrow 4 or more lots	Final Plan	\$100.00 Base filing fee plus \$600.00 escrow 1-3 lots plus \$30.00/lot escrow 4 or more lots
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Filing Fee: Township's base fee and covers administration costs.

Escrow Fee: Applicants are responsible for the costs associated with a Subdivision, Land Development Plan requiring review by the Township Solicitor, Engineer, SEO or other professional consultants. Any fees remaining shall be returned to the applicant. Additional fees needed to pay the balance of fees due for the professional review will be requested.

Plan Submittal:

If the plan is a Subdivision/Land Development combination, use the Land Development Fee Schedule.

Subdivision, Land Development plans must be submitted at least two weeks prior to the Planning Commission monthly meeting. Submit 5 paper copies of the plan and a **PDF** to washingtontownship@wtwp.org

Plan size no larger than 24" x 36".

Include a completed Developers Information Application available at the township office or website at wtwp.org, click on permits; applications; Developers Information Packet.

Applicant is responsible to submit Subdivision and/or Land Development Plan and any applicable fees to the Dauphin County Planning Commission. Contact: 717.234.2639

Escrow for Inspection of bondable improvements – 2% of the total cost of the bondable improvements as determined through an approved engineering cost estimate.

No Zoning/Building Permits to be issued until receipt of paper copy and PDF of recorded plan depicting the instrument number as assigned by the Dauphin County Recorder of Deeds.

APPLICANT'S PLAN - CHECK LIST

SKETCH PLAN – (optional)

- _____ Titled "Sketch Plan"
- _____ Location Map
- _____ Tract Boundaries
- _____ Existing and Proposed Features

PRELIMINARY PLAN –

- _____ Titled "Preliminary Plan"
- _____ Proposed Name
- _____ North Arrow, graphic scale, written scale and date (original date of all revisions)
- _____ Tract Boundaries with total acreage
- _____ Zoning Data (required and proposed)
- _____ Adjoining property owners/subdivisions
- _____ Existing conditions
- _____ Proposed layout with street names and width of right-of-way, cartway and paving section. Indicate streets to be dedicated. Proposed lot layout with dimensions, lot numbers and area.
- _____ FEMA Floodplains
- _____ All accompanying data (See Part 3 §22-305 #2 of SALDO)
- _____ **Submit five (5) paper copies of the Subdivision and/or Land Development Plan plus email a PDF of the plan and any reports to washingtontownship@wtwp.org.**

FINAL PLAT –

- _____ Titled “Final Plat”
- _____ Tract boundary lines, rights-of-way of streets, easements and other rights-of-way and property lines of residential lots and other sites with accurate dimensions, bearings, or deflection angles, and radii, arcs and central angles of all curves. Accurate areas of each lot.
- _____ North Arrow, graphic scale, written scale and date (original date date of all revisions)
- _____ Names of all streets (approved by Post Office)
- _____ Number and identify each lot and/or site
- _____ Adjoining property owners/subdivisions
- _____ Building setback lines
- _____ Signature and seal of the person responsible for the survey, certifying to the accuracy of the plan as described in P.L. 534, No. 120 of December 13, 1979.
- _____ Certification of Title
- _____ Dedication Statement by the Owner
- _____ Proposed Protective Covenants running with the land, if any
- _____ FEMA Floodplains
- _____ A notice that a highway occupancy permit is required pursuant to section 420 of the Act of June 1, 1945 (P.L. 1242, No. 428), known as the “State Highway Law,” as amended by Act No. 1986-43 of May, 1986, before driveway access to a State Highway is permitted.
- _____ All accompanying data (See Part 3 §22-307 #1-P of SALDO)
- _____ **Submit five (5) paper copies of the Subdivision and/or Land Development Plan plus email a PDF of the plan and any reports to washingtontownship@wtwp.org.**

The following certifications shall appear on the Preliminary Plan and/or the Final Plat, where applicable:

Wetland Certification

“The site has been investigated for wetland areas and to the best of my knowledge, all wetland areas are shown on this plan.”

Professional’s Signature

Date

or

“The site has been investigated for wetland areas and to the best of my knowledge, there are no wetlands on this site.”

Professional’s Signature

Date

Engineer Certification

“The storm water management system as shown on this plan is adequate to meet the requirements of the Washington Township Subdivision and Land Development Ordinance.”

Engineer’s Signature

Date

Surveyor Certification

“I hereby certify that, to the best of my knowledge, the survey shown and described hereon is true and correct to the accuracy required by the Washington Township Subdivision and Land Development Ordinance (error of closure no greater than one foot in ten thousand feet).”

Surveyor’s Signature

Date

The following format shall be used in “Approval” spaces on the Preliminary Plan and/or the Final Plat:

Reviewed by the Dauphin County Planning Commission this _____ day of _____, 20__.

Chairman

Secretary

Recommended for Approval by the Washington Township Planning Commission this _____ day of _____, 20__.

Chairman

Secretary

Approved by the Washington Township Board of Supervisors this _____ day of _____, 20__.

Chairman

Secretary

The following notarized statement shall appear on the Preliminary Plan and the Final Plat:

Owner's Statement

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF DAUPHIN

On this, the _____ day of _____, 20____, before me, the undersigned, personally appeared ***Print or Typewritten Name of owner*** who being duly sworn according to law, disposes and says that he (she) has legal or equitable title to the property shown on this plan, that the plan thereof was made at his (her) direction, that he (she) acknowledges the same to be his (her) act and plan, that he (she) desires the same to be recorded, and that all streets and other property identified as proposed public property (excepting those areas labeled "NOT FOR DEDICATION") are hereby dedicated to the public use.

Owner

Notary

The following should appear on the Final Plat:

This plan recorded in the office of the Recorder of Deeds in Dauphin County this
_____ day of _____ 20_____.

Instrument No. _____