

Clinton Township Lycoming County, Pennsylvania

Subdivision and Land Development

All Plan Requirements and Other Required Data must be completed before acceptance by the Clinton Township Planning Commission, fourteen (14) days prior to their regularly scheduled meeting.

Number one on the Checklist specifies eight copies of the plan, not exceeding 24" x 36" (Preliminary) or 18" x 24" or 24 x 36 (Final) in size. Four of those copies are to be submitted to the Lycoming County Planning Commission for review along with the required fee, at the same time four copies are submitted to the Clinton Township Planning Commission for review.

If Plans and Data are not complete, the Planning Commission will reject your proposal or consider it a Sketch Plan.

This packet contains the following information for your reference:

1. Subdivision and Land Development Plan Processing Procedures
2. Application Form & Sketch Form
3. Applicant/Surveyor Plan Review Checklist to be completed by the Applicant/Surveyor

Please sign below confirming receipt of the information listed above and return. Thank You

Name

Date

Address

Phone

SUBDIVISION AND LAND DEVELOPMENT

PLAN PROCESSING PROCEDURES

1. Architect/Engineer or Surveyor prepare eight (8) copies of Plan, four (4) copies to the Township and four (4) copies to Lycoming County Planning Commission and a complete Application.
2. Submit completed application and four (4) copies of Plan to the Clinton Township Municipal Office, along with required fee, for Planning Commission review no less than fourteen (14) days before Township Planning Commission Meeting. The Township Planning Commission meetings are scheduled the third Tuesday of each month beginning at 7:00 PM in the municipal office building.
3. Submit four (4) copies of the Plan to the Lycoming County Planning Commission, located in the Court House, along with the required fee. County Planning Commission has thirty (30) days to review Plan and return three (3) stamped copies, along with their comments, to the Clinton Township Planning Commission.
4. Copies of Plan may be sent to the Township Engineer, PennDQT, Conservation District, DEP and adjacent municipalities for review, as appropriate. Comments are returned to the Township Planning Commission Within fourteen (14) days.
5. Township Planning Commission evaluates Plan and makes recommendations to the Township Supervisors.
6. Township Supervisors take action on Plan within ninety (90) days of first regular Planning Commission meeting following receipt of the Plan.
7. Township Secretary notifies applicant of decision made by Supervisors within fifteen (15) days of action.
8. Applicant records an 18" x 24" or 24 x 36 copy of the approved Plan and a copy of the Deed Description in the Register and Recorder's Office, Lycoming County Court House within ninety (90) days of approval and supplies Township Secretary with proof of recording. Failure to record the Subdivision]Land Development will render it null and void.

Application Form

Date of Application _____

CLINTON TOWNSHIP PLANNING COMMISSION/BOARD OF SUPERVISORS

Application for Review or Approval of a:
(Check applicable spaces)

Sketch

Preliminary

Final

Subdivision Plan

Land Development Plan

Fill in or complete the following items. Please print or write legibly. Write "NA" where item is not applicable.

1. Name of Subdivision or Land Development _____
• Date of Plan _____
2. Location of Subdivision or Land Development _____
3. Name of Property Owner _____
4. Address & Phone _____
5. Name of Applicant (if other than owner) _____
6. Name of Professional Preparing Plan _____
Address _____
7. Total Acreage _____ Number of Lots or Units _____
8. Proposed Land Use: Single-family; Multi-family; Commercial ____ Industrial; Other _____
9. Method of Proposed Sewage Disposal _____
10. Acreage Proposed for Public Use _____
11. Lineal Feet of New Streets _____
12. Date of Plan Submission _____
13. Date of Municipal Consideration _____

14. Plans and Other Required Material Submitted:
(Fill in or check appropriate items; write "NA" where item is not applicable)

- a. In the case of a final plan, preliminary plans were submitted _____
Approved _____
- b. Sketch plan for remaining property _____
- c. Approved DEP Sewage Planning Module (s) _____
- d. Centerline road profile (s) & cross-section(s) _____
- e. Grading plan or erosion & sediment control plan _____
- f. Stormwater management facilities plans

- g. Letters from applicable utility companies

- h. Right-of-Way Use & Maintenance Agreement _____
- i. Proposed deed restrictions

- j. Maintenance agreements for undedicated open space _____
- k. Improvement agreement and financial guarantee _____
- l. Processing, review & inspection fees _____
- m. Other _____

Signature of Applicant

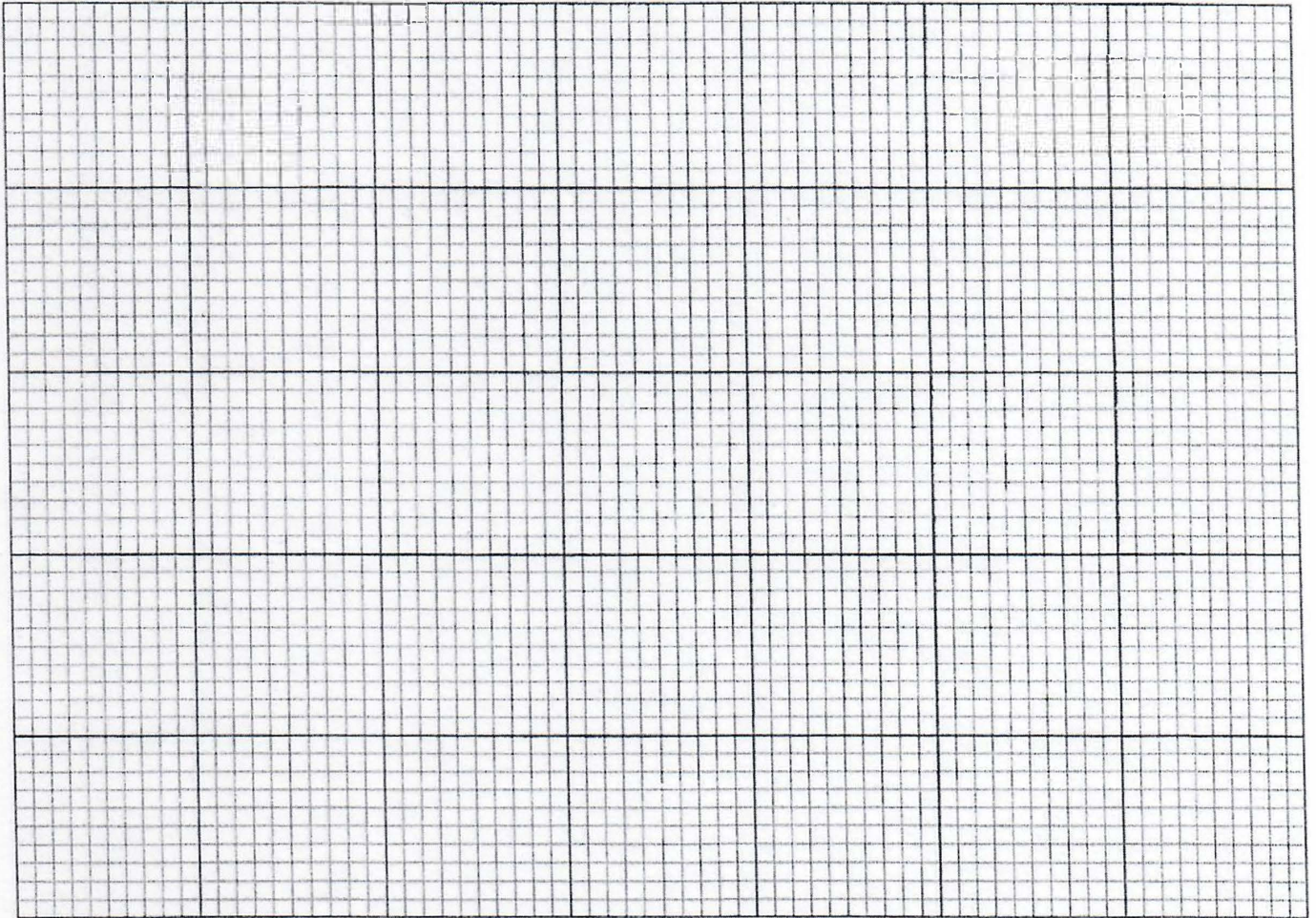
Clinton Township

Preliminary (Pre-Application) Sketch Plan

Temporary Zoning Permit - Zoning Ordinance Article 9.2
Road Side (Seasonal) Stands Signs
- Zoning Ordinance Article 7
Driveways

Provide drawing of proposed need or requirements. Show property lines, roads, buildings, etc.
Proposed structures and signs - show size, height and materials to be used.

LOCATION SKETCH



Signature_____Date_____

Address_____Phone_____

PLEASE RETURN WITH APPLICATION

APPLICANT/SURVEYOR REVIEW CHECKLIST

This checklist only primarily shows plan requirements. For detailed descriptions and requirements, refer to Subdivision and Land Development booklet, article 3 for any and all that may apply.

Subdivision/Land Development

Subdivision/Land Development Proposal for _____

Date Submitted _____ Prepared by _____
(Surveyor)

I. Plan Requirements

- _____ 1. Eight (8) copies of plan, not exceeding 24 x 36 (preliminary) Or 18 x 24 or 24 x 36 (Final) in size. Four (4) copies to Township & four (4) to County Planning Commission
- _____ 2. Scale not exceeding 100 feet per inch, except as provided by Sections 301, 302A and 303A of the Ordinance.
- _____ 3. Title block containing the name of the owner, municipality, date, scale, registered surveyor's name and seal; north arrow.
- _____ 4. Perimeter site boundary lines by bearings and distances providing a survey of the area to be developed, closing with an error of not more than one foot in 5,000 feet.
- _____ 5. Proposed lot lines by courses and distances; dimensions of areas to be dedicated; total Number of lots.
- _____ 5-A Building setback lines, dwelling units with corresponding numbering system; to show on Land Development Plan only
- _____ 6. Tract boundary sketch, showing relation of proposal to remaining tract and showing names of all adjoining property owners and abutting subdivisions.
- _____ 7. Location map showing relation of tract to adjoining properties, road and highway systems and municipal boundaries for an area extending at least 1 mile from site.
- _____ 8. Location and width of all existing and proposed streets, rights-of-way, parking areas and easements on or adjacent to the tract, including bearings and distances of rights-of-way and easements or their center lines, right-of-way and pavement widths and street names.
- _____ 9. Location and size of existing or proposed sewage systems and/or existing or proposed sewers, wells or water source, sewers, water mains, culverts, buildings, transmission lines, fire hydrants and other significant man-made features on or adjacent to the tract.

- ____ 10. Soil percolation and deep test pit locations, and soils mapping or soil type information, except where public sewers are provided.
- ____ 11. Existing watercourses, floodplains, wetlands, wooded areas and other significant natural features.
- ____ 12. Topographic contours at five (5) foot intervals or such other interval as approved by the Planning Commission and Township and datum to which elevations refer.
- ____ 13. Erosion and Sedimentation Control and/or Floodplain Management notices as applicable.
- ____ 14. Location and material of all permanent lot markers.

II. Other Required Data

- ____ 16. Plan processing, review and inspection fees, if applicable.
- ____ 17. Proposed deed restrictions, R/W Use and Maintenance Agreements and deeds of dedication, where applicable.
- ____ 18. Road cross-sections and centerline profiles; bridge and culvert designs; PennDOT Highway Occupancy or Township Driveway Permits, where applicable.
- ____ 19. Soils testing information, executed sewage facilities planning module, or DER sewage facilities approval and system designs for new or extended treatment systems.
- ____ 20. Water supply provision information, including approval letter from privately-owned suppliers or permit from DER for new distribution system, and system designs.
- ____ 21. Site grading plan or erosion and sedimentation control plan as appropriate or when applicable.
- ____ 22. Stormwater management control facility designs, if applicable.
- ____ 23. Floodplain management proposals or flood proofing techniques, if applicable.
- ____ 24. Improvement Guarantee, including executed Agreement with the Township and financial security, where applicable.
- ____ 25. Maintenance Agreements for undedicated recreation and open space areas, streets, parking lots and stormwater management facilities, if applicable.

* * * * *

Reviewed by _____ Date _____

Sent for Review to: _____ County Planning Commission _____ PennDot
 _____ Township Engineer _____ Other