



APPLICATION FOR SUBDIVISION AND LAND DEVELOPMENT

(Township Use)

FILE NO: DATE OF APPLICATION:

ACTION DEADLINE DATE: EXTENSION REQUEST

TYPE OF PLAN: FILING FEES \$

FEES PAID:

TOWNSHIP OFFICIAL

APPROVAL DATE: DATE RECORDED BOOK PAGE

ENGINEER FEES: RECORDING FEES:

1. LAND OWNER PHONE NO:

ADDRESS

2. APPLICANT PHONE NO:

ADDRESS

3. SURVEYOR/ENGINEER

ADDRESS

4. CONTACT PERSON TITLE

5. NAME OF PLAN

6. TYPE OF PLAN MINOR PRELIMINARY FINAL

7. SITE/PROPERTY LOCATION:

8. RECORD OF DEED: BOOK NO: PAGE NO:

9. NO. OF LOTS/UNITS TOAL ACREAGE

PUBLIC WATER () YES () NO PUBLIC SEWER () YES () NO

APPLICANT SIGNATURE TITLE

SUBDIVISION/LAND DEVELOPMENT APPLICATION

Plan Submission

1. The Planning Commission is scheduled to meet on the third (3rd) Monday of each month beginning at 8:00 p.m.
2. Plans and Application must be received by Penn Township no later than fifteen (15) working days prior to the regularly scheduled meeting of the Planning Commission.
3. Applicant shall submit two (2) copies of the application along with ten (11) copies of the plan.
4. Applicant is responsible to see that the Plan meets all the requirements of the Penn Township Subdivision and Land Development Ordinance and to coordinate with public and private utilities or agencies for their services.
5. Applicant is responsible for delivery of the Plan, Documents, and Correspondence to the appropriate Agencies.
6. Application must be accompanied by a check made payable to Penn Township for the cost of filing fees as set forth by resolution.
7. Plans and application received past the filing deadline will be held over for the next regularly scheduled meeting.
8. Applicant is hereby advised that application fees are due to the Perry County Planning Commission for review.
9. Applications shall be considered in completed if any of the following checklist items, when applicable, are not addressed.
10. Applicant shall submit one (1) copy of the plan to the Penn Township Municipal Authority for review.

Submission Check List

- _____ Application and Filing Fees
- _____ Sewer and/or Water Design Plans (when applicable)
- _____ Grading Plan
- _____ Storm Water Management Plan
- _____ Street Design Plan, including profile and cross section
- _____ D.E.R. Planning Module “completed”
- _____ Soil, Erosion and Sedimentation Control Plan

Distribution of Plans

Date

- _____ Perry County Planning Commission – 2 copies
- _____ Perry County Conservation District – 1 copy
- _____ PennDOT District 8 Office – 1 copy
- _____ Penn Township Planning Commission – 7 copies
- _____ Penn Township Supervisors – 3 copies
- _____ Penn Township Municipal Authority – 1 copy
- _____ Penn Township Engineer – 1 copy