

FOSTER TOWNSHIP

1540 SUNBURY ROAD, POTTSVILLE, PA 17901 | 570-544-4137

www.fostertwp.org

FOSTER TOWNSHIP SUBDIVISION REGULATIONS APPENDIX C.2 MINOR SUBDIVISION FINAL PLAN CHECKLIST

GENERAL SUBMISSION ITEMS (Does the submission include):

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Two (2) copies of completed Application Form?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Two (2) copies of Final Plan Checklist?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Eight (8) copies of Final Plan (prints)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Four (4) sets of Supportive Documents?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Approval letter from PennDOT and Highway Occupancy Permit and notice on Plan (if applicable)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Review letter from Soil Conservation District?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. The required fee (in accordance with Township Fee Schedule)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Planning Module(s)

SPECIFIC PLAN REQUIREMENTS

DRAFTING STANDARDS: (DOES THE PLAN HAVE):

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Plan drawings at a size no larger than 24" x 36"?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. A scale of 1"=50', 1"=100' or other approved scale?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Sheets numbered and show relationship to the total number of sheets?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Revisions noted, if Plan is a revision of previously approved Plan?

GENERAL INFORMATION: (DOES THE PLAN HAVE):

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Name of Subdivision?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Names and addresses of:
			• landowner?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• developer?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• adjoining property owners?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Owners Statement of Intended Use of Subdivided Lot?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Names, addresses, signatures and seals of the licensed engineer and/or surveyor?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Approval/review signature blocks for:
			• County Planning Commission?
			• Township Planning Commission?
			• Board of Supervisors?
			• Record of Deeds?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Location Map at a suitable scale showing the relationship of the site to adjoining properties and streets within one thousand (1000') feet, and all zoning district and municipal boundaries within one thousand (1000') feet?
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Graphic and/or written scale?

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- | | | | | |
|--------------------------|--------------------------|--------------------------|-----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 20. | North arrow? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 21. | Date of plan and all subsequent revision dates? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 22. | Boundaries of all adjoining properties with names of landowners, tax numbers, Deed Book Volume and page numbers? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 23. | The Deed Book Volume and page number, as entered by the County Recorder, referencing the latest source of title to the land being subdivided? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 24. | Tax map sheet, block and lot number for the tract being subdivided? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 25. | Signed Owners Affidavit? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 26. | Notarized consent for the subdivision executed by the Owner or Equitable Owner? |

NATURAL FEATURES:

(DOES THE PLAN HAVE THE LOCATION OF THE FOLLOWING NATURAL FEATURES ON THE SITE AND WITHIN 100 FEET OF THE SITE):

- | YES | NO | N/A | | |
|--------------------------|--------------------------|--------------------------|-----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 27. | Contour lines as required with elevation datum indicated? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 28. | Watercourses, lakes, flood-prone, or flood-plain areas and wetlands with names, if any? Also, drainage easement where applicable. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 29. | Rock outcrops, stone fields or other significant topographical features? |

BOUNDARY LINES OF TRACT: (DOES THE PLAN SHOW):

- | YES | NO | N/A | | |
|--------------------------|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 30. | Boundary lines of the area being subdivided with bearings and distances? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 31. | Location and type of all existing monuments? |

MAN-MADE FEATURES:

(DOES THE PLAN INCLUDE THE LOCATION OF THE FOLLOWING MAN-MADE FEATURES ON THE SITE AND WITHIN 100 FEET OF THE SITE):

- | YES | NO | N/A | | |
|--------------------------|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 32. | Sufficient bearings, length of lines, radii, arc lengths, street widths, right-of-way and easement widths of all lots, streets, rights-of-way, easements and community or public areas to accurately and completely reproduce each and every course on the ground? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 33. | Existing lot layout on the site? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 34. | Historic sites or structures, including name and description? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 35. | Sewer lines, stormwater drains and culverts, including but not limited to water lines and electric lines? Also, the size and invert elevation of all sewers, including location of manholes, inlets and culverts. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 36. | Minimum utility easements and restrictive covenants and easements for purposes which might affect development? |

ZONING REQUIREMENTS: (DOES THE PLAN INCLUDE THE FOLLOWING ZONING INFORMATION):

- | YES | NO | N/A | | |
|--------------------------|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 37. | Applicable zoning district? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 38. | Lot size and yard requirements? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 39. | Building setback line or building placement? |

PROPOSED LAYOUT: (DOES THE PLAN INCLUDE THE FOLLOWING ITEMS AND INFORMATION REGARDING THE PROPOSED LAYOUT):

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- 40. Area in acres of parent tract, each subdivided lot and residue?
- 41. Proposed lot layout with identification number and total number of lots?
- 42. Lot width, depth and area?
- 43. Rights-of-way, restrictive covenants and easements for all drainage, utilities and other purposes which might affect development, with designations of areas to be dedicated to the Municipality?

- 44. Well location?
- 45. Primary leach field?
- 46. Soil probe location?
- 47. Percolation test location?
- 48. Storm drainage facilities or structures?
- 49. Private deed restrictions already imposed or to be imposed as a condition to sale?

- 50. All lots shall front on a public street?
- 51. Lots for annexation or not for further development shall be so noted.
- 52. A note identifying by lot number the subdivided lots without adequate street frontage that cannot be further subdivided.

SUPPORTIVE DOCUMENTS AND INFORMATION: (ARE THE FOLLOWING ITEMS INCLUDED IN THE SUBMISSION):

- 53. Residual lands sketch?
- 54. Current deed of tract being subdivided?
- 55. Type of water system proposed with a letter of approval from the governing water authority when public water is proposed?
- 56. Type of sanitary sewer system proposed with a letter of approval from the governing sewer authority when public sewage is proposed?

CERTIFICATION OF ACCURACY

I, _____, HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON AS WELL AS ALL DRAWINGS BEARING MY SEAL ARE TRUE AND CORRECT AS TO ACCURACY AS REQUIRED BY THE COMMISSION AND WERE PREPARED BY ME OR UNDER MY DIRECTION AND FOR WHICH I ACCEPT FULL RESPONSIBILITY, AND THAT THE PERIMETER MONUMENTS HAVE BEEN ACCURATELY PLACED AS REQUIRED.

DATE

SIGNATURE OF THE PROFESSIONAL RESPONSIBLE FOR THE PREPARATION OF THE PLAN

NOTE: THIS CHECKLIST IS BEING PROVIDED FOR THE CONVENIENCE OF THE APPLICANT. COMPLIANCE WITH THE CHECKLIST ITEMS DOES NOT GUARANTEE SUBDIVISION PLAN APPROVAL. IT IS THE RESPONSIBILITY OF THE APPLICANT TO ASSURE COMPLIANCE WITH ALL APPLICABLE SECTIONS OF THE REGULATIONS.