

**PAUPACK TOWNSHIP, WAYNE COUNTY
PENNSYLVANIA**

**MINOR SUBDIVISION AND/OR LAND DEVELOPMENT APPLICATION
(2 LOTS – 10 LOTS)**

Tax Map # of initial parcel(s): _____

Applicant's Name: _____ Date: _____

Development Name: _____ No. of Lots: _____

Applicant Phone Number: _____ Applicant Signature: _____

Applicant's Mailing Address: _____

Surveyor/Engineer _____

TOWNSHIP FEES: Subdivision \$75.00 (additional fee of \$50.00 for each lot within proposed subdivision)

COUNTY FEES: Subdivision \$75.00 (additional fee of \$50.00 for each lot within proposed subdivision)

Subdivisions and Land Developments together with supporting deeds must be recorded in the Wayne County Recorder of Deeds office within 45 days from the date of approval. Copies of the recorded paperwork must be provided to the Township

APPLICATION FILING

A complete application is required to be submitted to the Township Secretary ten (10) business days prior to the Paupack Township Planning Commission meeting date (1st Thursday of the month)

Seven (7) individual packets including the following:

- > Plat (Checklist on Page 2)
- > Supporting Materials (Checklist on Page 3)

Date of filing: _____ Township Secretary, Signature: _____

Date filing rejected: _____ Township Secretary, Signature: _____

(If filing is rejected, provide the reasons for the rejection): _____

Township Application Fee: _____ Date Paid: _____ Check Number: _____

County Application Fee: _____ Date Paid: _____ Check Number: _____

PLAT SPECIFICATIONS

Minor Subdivision Major Subdivision

_____ Number of newly created lots

YES NO N/A

____ Location map

- ____ Tract, subdivision or land development name, if any
- ____ Name of landowner
- ____ Mailing address of landowner
- ____ Name of applicant if different from the landowner
- ____ Name of the township and county
- ____ Tax map and parcel number
- ____ Deed book and page number
- ____ Boundaries of the tract and approximate location of abutting properties
- ____ Name of abutting property owner(s) & tax map numbers
- ____ Graphic scales
- ____ Reference meridian
- ____ Date map was drawn and all revisions
- ____ Existing and proposed lot lines
- ____ Accurate bearings and distances
- ____ Lot number/letter
- ____ Area of each proposed lot
- ____ Total remaining acreage
- ____ Location of new and existing streets and right-of-way(s), type of street surface and street names of new and existing
- ____ Building setback lines.
- ____ Location, dimension and purpose of all easements including any limitations on their use.
- ____ Contour lines, stating whether derived from a field survey or based on U.S.G.S.
- ____ Name, mailing address, signature and title of person who prepared the map (if other than land surveyor)
- ____ 3 V" X 5" block for Paupack Township use to stamp any approval
- ____ Flood plain location, if any
- ____ Site data table including; total acreage, number of lots, zoning districts) proposed water/sewage service facilities
- ____ Location and type of all corner markers
- ____ Name and address of the land surveyor
- ____ Certification (by stamp or seal) and Signature of land surveyor
- ____ Location of all existing improvements including wells (pg. 2)

SUPPORTING MATERIALS
(Applicant completes this checklist prior to submission)

YES NO N/A

- Letter of intent signed by applicant/agent indicating which lots are to be included for consideration
- Deed Description - covenants/ restrictions/easement rights
- Planning module
- Completed Planning Module for Land Development by SEO
- Letter from central sewer provider
- Sewage system agreement, if required
- Letter from central water provider
- Water system agreement, if required
- Erosion and Sedimentation Control Plan Review by Wayne County Conservation District
- Floodplain plan, if required
- Newly created lots
Addition

LOCATION OF (IF ANY)
(Applicant completes this checklist prior to submission)

- | | |
|--|-----------------------|
| Water bodies | Water wells Oil wells |
| Watercourses with direction with flood level | Gas wells |
| Buildings | Gas lines Power lines |
| Drain pipes | Telephone lines |
| Culverts | Structures |
| Sewer lines | Public Facilities |
| Sewage Systems | |
| Waterlines | |
| Any other significant man-made or natural features | |

ADDITIONAL ITEMS TO REVIEW
(FOR PLANNING COMMISSION REVIEW PURPOSES)

- Wetlands
- Meets lot dimensions and lot area criteria
- Highway occupancy permit Penn Dot/Township
- Site investigation reports
- Test pit and percolation holes on plan/plat
- Soil type and boundaries
- Township lines as applicable