

ARTICLE V

PRELIMINARY PLAN

501. **PURPOSE.** A Preliminary Plan is intended to establish the overall development scheme to minimize the need for revisions of Final Plans.

502. **SUBMISSION AND REVIEW PROCEDURE.**

502.A. **Preliminary Plan Submission Required.**

1. A Preliminary Plan Submission for a Major Subdivision or Land Development (except as provided in part A.2. below) meeting all of the requirements of this Article shall be filed by the Applicant and reviewed in accordance with the provisions of this Article.
2. A Preliminary Plan Submission is not required for:
 - a. a "Minor Subdivision" (as defined in Article II) or
 - b. a submission that only involves a "Lot Line Adjustment" (as defined in Article II) or minor adjustments to a previously approved plan as specified in Section 704 or
 - c. a "Land Development" that involves only 1 new principal building (other than a shopping center) or
 - d. the conversion of an existing building to result in a maximum of 3 dwelling units (which by itself is not regulated by this Ordinance).

502.B. **Required Submission.**

1. The Applicant shall file with the Staff at least 14 calendar days prior to a regular Planning Commission meeting (not including a workshop meeting): a) the required fees, and b) the information and plans required under Section 503.
2. The Staff shall forward applicable plans to the following agencies to seek their comments prior to Preliminary Plan Approval:
 - a. the appropriate City staff (including 1 complete "file" copy of all materials submitted by the applicant),
 - b. the City Planning Commission (including copies of the Application Form, at least 1 copy of the Preliminary Plan Checklist, at least one copy of the complete Preliminary Plan submittal, additional copies of the Preliminary Plan submittal and/or layout plans, and at least 1 copy of the Supporting Documents), with such information provided prior to or at the first regularly scheduled Planning Commission meeting after a proper submission.
3. Applicant's Distribution. The applicant is fully responsible for the following:
 - a. City Fire Chief (layout plan and hydrant and water system information),
 - b. City Engineer, with the plans provided the same day as the plans are submitted to the Plans Administrator,
 - c. Contacting the appropriate utility companies, as appropriate, including the water supplier and the Scranton Area Sewage Authority,

- d. Encouraged to seek at least an informal review by PennDOT of any proposed access onto a State road, and providing PennDOT with sufficient information for such a review,
 - e. Determining whether any permits or approvals are needed from any agency outside of the City, including PA. DEP (including any obstruction to a waterway) and the Army Corps of Engineers (including determining whether any "wetland" will be disturbed),
 - f. Providing a copy of the sedimentation and erosion control plans to the County Conservation District, together with their required review fees, if any earth disturbance is proposed, unless the applicant states in writing in a signed letter to the City that earth disturbance will not occur until approval of the Final Plan (in which case the erosion control plan may be submitted at Final Plan stage),
 - g. Adjacent Municipalities. If any portion of a major subdivision or land development: 1) is proposed within 200 feet of the boundary of another municipality or 2) would clearly have a regional impact upon another municipality as determined by the Planning Commission, then the applicant shall provide a copy of the layout plan to that municipality for an advisory review.
 - h. Providing a copy of the plans to the County Planning Commission, together with all applicable fees.
4. Each Preliminary Plan and supporting documents should seek to incorporate any revisions recommended by the Planning Commission, the City Engineer and other appropriate City Officials during any Sketch Plan review.
 5. Revisions. A list of revisions from a previously submitted plan shall be provided whenever a revised plan is submitted.

502.C.

Determination of Completeness of the Submission.

1. If the City Engineer determines that a submission is significantly incomplete, the City Engineer shall have the authority: a) within 14 days after a submission to return the submission to the applicant or b) to recommend action by the Planning Commission as provided in subsection "2." below.
 - a. If the submission is returned, the submission shall have been considered to have never been officially accepted for action by the City.
2. Regardless of whether the City Engineer did not return a submission under subsection "1." above, the Commission shall have authority, at its first regularly scheduled meeting after the Submission is filed in a timely fashion, to determine that a submission is significantly incomplete and to do one of the following:
 - a. Not officially accept the Submission, indicating deficiencies in writing, and return the fee (minus the costs of any City review) to the Applicant.
 - b. Officially accept the Submission as being filed for review on the condition that the Applicant shall file such additional required materials and information to the Staff or appropriate agency or person by a specific deadline.
 - c. Table the official acceptance of the submission until the next Planning Commission meeting after the applicant has met all of the submittal requirements within the required time period prior to the meeting. The 90 day time limit for action shall not begin until the plan is accepted as complete.

- d. Reject the application for just cause, such as the submission being significantly incomplete.
3. If the Commission determines that the Submission is significantly complete, as filed and as required, the Commission shall accept the plans and may begin its review.
4. Zoning Variances.
 - a. An application under the Subdivision and Land Development Ordinance shall not be considered to be a complete submission for the purposes of the 90 day time limit if one or more zoning variances will be required for the subdivision or land development to legally occur as submitted, until such time as the needed zoning variances have been granted. However, the Planning Commission may review the plans before the variance(s) are issued.
 - b. A subdivision or land development review shall not be delayed because of a court appeal of a zoning variance that was granted by the Board to the developer. Instead, satisfactory resolution of such appeal may be made a condition for approval under this Ordinance. If a developer appeals a zoning variance that was not granted to him/her, then subsection "4.a." above shall still apply.

502.D. Review by the Subdivision Bureau.

1. See determination of completeness in Section 502.C.
2. The Subdivision Bureau (including the City Engineer) should review the engineering considerations of the Preliminary Plan and prepare report(s) to the Commission. Policy matters that should be dealt with directly by the Planning Commission should be listed separately from technical engineering considerations.
3. The Applicant and/or his/her engineer shall make reasonable efforts to resolve technical engineering considerations outside of and prior to Planning Commission meetings. The City Engineer may require the applicant or his/her engineer to meet with the City Engineer for this purpose.
4. See provisions regarding fees in Section 108.

502.E. Review by Commission.

1. The applicant or an authorized representative and the preparer of the plans are expected to attend Planning Commission meeting(s) where his/her submission will be reviewed - especially for a major subdivision. If the Commission has insufficient information to render a decision as a result of such non-attendance, such attendance may result in disapproval of the submission.
2. The Planning Commission shall:
 - a. Review all applicable reports received from any official reviewing agencies;
 - b. Determine whether the Preliminary Plan Submission meets the requirements of this Ordinance and other applicable ordinances.

502.F. Decision by the Planning Commission.

1. The Planning Commission shall approve or reject the Preliminary Plan Submission within the time limits required by the PA. Municipalities Planning Code.

(As of 1996, this law requires:

- a. The Planning Commission to act not later than 90 days following the date of the first regular meeting of the Commission held after it has been properly filed for review; but in no case shall the Commission's decision be made later than 120 days following the date the submission was duly submitted, unless the Applicant grants a written extension of time; and
 - b. that no subdivision or land development shall be granted final approval until a report is received from the County Planning Commission or until the expiration of 30 days from the date the application was forwarded to the County.)
2. The decision of the Planning Commission shall be in writing and shall be communicated to the Applicant personally or by mail at his/her last known address not later than 15 days following the decision.
 3. Approval of the Preliminary Plan Submission shall constitute conditional approval of the subdivision or land development as to the character and intensity, but shall not: a) constitute approval of the Final Plan or b) authorize the sale of lots or construction of buildings.
 4. If the Preliminary Plan Submission is disapproved, the decision shall: specify defects found in the Submission, describe requirements which have not been met and cite the provisions of the statute or ordinance relied upon in each case.
 5. At the discretion of the Planning Commission, the Commission may grant combined preliminary/final plan approval if: a) the preliminary plan submission also meets all of the requirements of a final plan submission and b) the Commission determines that there are no significant outstanding matters regarding the plan.
 6. Acceptance of Conditions. Any conditions on the approval shall be mailed or otherwise provided in writing to the applicant or his/her official representative. If the applicant provides notice to the City that he/she rejects one or more conditions within 30 days after the Planning Commission action, then the submission shall be considered to have been rejected. The applicant is requested to provide notice in writing that the conditions have been accepted. However, if the applicant does not respond regarding the conditions or otherwise file an official appeal within 30 days after the Planning Commission action, then all of the conditions shall automatically be considered to have been accepted by the applicant.

502.G. Final Plan Submission Deadline.

1. An applicant shall file a Final Plan within 5 years from the date of the approval of the Preliminary Plan by the Planning Commission, unless a written extension is granted by the Planning Commission in advance.
2. Failure to comply with this requirement shall render the Preliminary Plan null and void, and a new Preliminary Plan submission and approval shall be required.

502.H. Development in Stages. See Section 602.H.

503. **PRELIMINARY PLAN REQUIREMENTS AND CHECKLIST.** (See Section 502.A. regarding when a preliminary plan is required.)

503.A. All of the following information and materials listed in this section are required as part of all preliminary plans for any land development and any major subdivision. **This list of requirements shall serve both:**

1. **to establish the requirements, and**
2. **as a checklist for the applicant and the City to use to ensure completeness of submissions.**

The applicant shall submit completed photocopies of this section as part of the application.

503.B. The required information listed in this Section may be combined or separated onto different sheets, provided that all information is clearly readable.

Section 503.C. City of Scranton
PRELIMINARY PLAN FOR MAJOR SUBDIVISION OR LAND DEVELOPMENT **
CHECKLIST AND LIST OF SUBMITTAL REQUIREMENTS

Applicant's Name: _____

Applicant's Address: _____

Applicant's Daytime Phone No.: _____

Applicant's Signature: _____ Date: _____

* Place checkmarks in the appropriate columns below, except: 1) insert "NA" in the "Not Submitted" column if not applicable and 2) insert "W" in the "Not Submitted" column if a waiver is requested from the requirement.

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A. GENERAL SUBMISSION ITEMS: (Note- the City may require the submission of additional numbers of copies)

- | | | |
|-------|-------|--|
| _____ | _____ | 1. City application/review fee(s)/escrow |
| _____ | _____ | 2. Delivered by the applicant to the Plans Administrator:
1 copy of the Completed Application (see Appendix A)
1 copy of the Preliminary Plan Checklist (using the photocopies of the pages in this Section)
4 print copies of the complete Preliminary Plans
7 additional print copies of only the Layout Plans
1 set of Supportive Documents
(See Section 504 concerning one set with original signatures and seals) |
| _____ | _____ | 3. Delivered by the applicant to the Fire Bureau - 1 set of all information concerning layout, fire hydrants and water service |
| _____ | _____ | 4. Delivered by the applicant to the City Engineer - 1 copy of all materials delivered to the Plans Administrator |
| _____ | _____ | 5. Dated receipt showing that the applicant has provided a copy of plan to the County Planning Commission together with any review fees required by the County |

B. DRAFTING REQUIREMENTS: All information shall be legibly and accurately presented.

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|-------|-------|---|
| _____ | _____ | 1. Plans prepared on a standard sized sheet (such as 18"x24", 24"x36", 30"x42" or 36"x48"). All copies of plans should be folded to approximately 9"x12" size in such a manner that the title of the sheet faces out, except exceptionally large and thick sets of plans may be rolled. |
| _____ | _____ | 2. Plans drawn to scale of 1 inch = 50 feet or other scale preapproved by the City Engineer or Plans Administrator. |
| _____ | _____ | 3. All dimensions set in feet and decimal parts thereof, and bearings in degrees, minutes and seconds. |
| _____ | _____ | 4. Differentiation between existing and proposed features |

** See Section 502.A. concerning which types of land developments are not required to submit a preliminary plan.

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| _____ | _____ | 5. Boundary line of the tract, shown as a heavy boundary line. |
| _____ | _____ | 6. If layout plans involve 2 or more sheets, a map of the layout of the entire project at an appropriate scale on one sheet, and a key map showing how the sheets connect. |
| _____ | _____ | 7. If the tract(s) crosses a municipal boundary, a map showing both the portions in City of Scranton and the other municipality, in sufficient detail for the City to determine how the parts will interrelate. |
| _____ | _____ | 8. All sheets numbered and listed on one page. |
| _____ | _____ | 9. Words "Preliminary Plan" and sheet title (such as "Layout Plan") on each sheet |

C. GENERAL INFORMATION:

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Name of project on each sheet |
| _____ | _____ | 2. Name of landowner and developer (with addresses) |
| _____ | _____ | 3. Names and addresses of last know owners of abutting lots |
| _____ | _____ | 4. Intersecting lot lines of adjacent lots, and approximate locations of any existing or approved: buildings, streets, common open spaces, detention basins or drainage channels within 200 feet of the boundaries of the proposed project |
| _____ | _____ | 5. Notarized Owners Statement - see Appendix B |
| _____ | _____ | 6. Surveyor and plan preparer's statement and seal (See Appendix B) |
| _____ | _____ | 7. Approval/review signature blocks for: City Planning Commission, City Engineer and County Planning Commission (see Appendix B) |
| _____ | _____ | 8. Location map (such as USGS or City Base Map) showing the boundaries of the project in relation to major streets and any municipal boundaries. |
| _____ | _____ | 9. North arrow, graphic scale, written scale |
| _____ | _____ | 10. Date of plan and all subsequent revision dates (especially noting if is revision of a previously approved plan) with space for noting future revision dates and general type of revisions |
| _____ | _____ | 11. Tax map number and block and lot for the tract being subdivided |
| _____ | _____ | 12. A statement on the plan of proposed principal uses that are intended for each lot |

D. NATURAL FEATURES:

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Existing contour lines shown at the same scale as the layout plan, as follows: <ul style="list-style-type: none"> a. shall be based on a field survey or photogrametric procedure that was completed at a scale of 1"= 100' or larger. Contours shall be based upon U.S.G.S. datum, with an established bench mark. b. The contour interval shall be sufficient to determine compliance with City ordinances. An interval of 2 feet for slopes of less than 15% and 5 feet for slopes of 15% or greater is generally recommended. |
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- _____ _____ c. Note- Contours are not required to be shown within areas that are clearly not intended to be altered as a result of this proposed subdivision or land development, unless needed to determine adequacy of stormwater management
- _____ _____ 2. Identification of any slopes of 15 to 25%, & greater than 25%
- _____ _____ 3. Watercourses (with any name), natural springs, lakes and wetlands.
 - a. An applicant is not required to have completed all Federal and State wetland permit applications prior to Preliminary Plan approval. However, wetland delineations shall have been accomplished by a qualified professional.
- _____ _____ 4. Location of any areas within the 100 year floodplain (with differentiation between floodway and floodfringe if available from official Federal floodplain maps)
- _____ _____ 5. Rock outcrops, stone fields or mine stripping areas
- _____ _____ 6. Soil types (see County Soil Survey)
- _____ _____ 7. Areas of woods, and any individual trees outside of woods of over 4 inch trunk diameter measured at a height of 4.5 feet above the surrounding average ground level
 - a. Above woods/trees to be preserved and/or removed
 - b. Areas to be temporarily fenced off to protect woods/trees to be preserved, if any
- _____ _____ E. MAN-MADE FEATURES: (with existing features graphically differentiated from proposed features)
 - _____ _____ 1. Existing and proposed lot lines
 - a. The boundaries of lots (other than a residual lot of at least 10 acres) shall be determined by accurate field survey, closed with an error not to exceed 1 in 10,000 and balanced.
 - b. The boundaries of any residual tract which is 10 acres or more may be determined by deed (Any residual lot of less than 10 acres shall fully comply with this Ordinance).
 - _____ _____ 2. Location of existing and proposed monuments
 - _____ _____ 3. Sufficient measurements of all lots, streets, rights-of-way, easements, homeowner association areas or public areas to accurately and completely reproduce each and every course on the ground.
 - _____ _____ 4. Identification of buildings on the tract estimated to be 80 years or older that could be adversely impacted by the project, with description
 - _____ _____ 5. Locations of existing and proposed utility easements and restrictive covenants and easements for purposes which might affect development (with statements concerning which easements and rights-of-ways are proposed for public dedication)
 - _____ _____ 6. Existing and proposed (if known) or typical building locations
 - _____ _____ 7. Locations of any overhead electric high-voltage transmission lines

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_____ _____ 8. Proposed linear feet of new streets, any proposed functional classification of any new street (such as "collector street" or "local street")
For utility lines - See "Utility Plan" below.

F. ZONING REQUIREMENTS:

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|-------|-------|---|
| _____ | _____ | 1. Applicable zoning district and required minimum lot area |
| _____ | _____ | 2. Minimum setback requirements shown on each lot |
| _____ | _____ | 3. Area and location of any proposed common or public open space |
| _____ | _____ | 4. If any common open space proposed: method of ownership and entity proposed to be responsible for maintenance |
| _____ | _____ | 5. Statement of type of water and sewer service proposed (such as "public water and public sewer") |
| _____ | _____ | 6. Required and proposed building coverage and impervious coverage (may be stated as "typical proposed" for single family detached or twin homes) |
| _____ | _____ | 7. Proposed off-street parking spaces and evidence that the parking requirements of the Zoning Ordinance will be met |

G. PROPOSED LAYOUT:

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|-------|-------|---|
| _____ | _____ | 1. Total acreage of site and total proposed number of lots and dwelling units |
| _____ | _____ | 2. Identification number for each lot (and for each building if more than 1 principal building per lot) |
| _____ | _____ | 3. Lot width (at minimum building setback line) and lot area for each lot |
| _____ | _____ | 4. Dimensions of each lot line in feet |
| _____ | _____ | 5. Existing and proposed rights-of-way, cartway widths and locations of existing <u>and</u> proposed streets, including noting widths of streets within 200 feet of boundaries of tract |
| _____ | _____ | 6. Any improvements to existing streets proposed by the applicant, such as any acceleration/ deceleration lanes, traffic signal, street realignment or widening of abutting streets |
| _____ | _____ | 7. Proposed and existing street curbing |
| _____ | _____ | 8. Proposed and existing sidewalks (place NA in Not Submitted column if not proposed), with any proposed handicapped ramps at intersections |
| _____ | _____ | 9. Names of existing streets and initial proposed names of new streets |
| _____ | _____ | 10. Designation which streets are proposed to be dedicated to the City or to remain private. |
| _____ | _____ | 11. Sight distance triangles meeting City requirements (See also sight distance information under "Supporting Information" heading) |
| _____ | _____ | 12. Street centerline information, including bearings and distances |

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| _____ | _____ | 13. Horizontal curve data including radius, tangent, or length and delta, cord bearing and distance. Such information may be listed in a table, using reference numbers on a plan, provided that sufficient information is provided along each course (such as radius and arc length) such that each course can be reproduced in the field. |
| _____ | _____ | 14. Right-of-way and curb lines with horizontal curve radii at intersections |
| _____ | _____ | 15. Beginning and end of proposed street construction |

H. UTILITY PLAN:

- | | | |
|-------|-------|---|
| _____ | _____ | 1. If on-lot water is proposed, locations of proposed wells, with required separation distance shown from septic drain fields, and with dimensions from lotlines |
| _____ | _____ | 2. If on-lot septic service is proposed, location of proposed system, with locations of approved perc tests and soil probes, and evidence that such system would meet PA. DEP-required separation distances |
| _____ | _____ | 3. If <u>central sewage service</u> is proposed: |
| _____ | _____ | a. proposed contour lines on same sheet as utility layout (see under "Natural Features" above) |
| _____ | _____ | b. location and size of mains and laterals from the mains to the street right-of-way, with main locations corresponding to stations on the profiles (when the profiles are submitted) |
| _____ | _____ | c. proposed lotlines and any proposed easements or rights-of-ways needed for the utilities |
| _____ | _____ | d. location of all other drainage facilities and public utilities in the vicinity of sanitary sewer lines |
| _____ | _____ | e. locations of manholes, with invert elevation of flow line and grade at top of each manhole |
| _____ | _____ | 4. If <u>central water service</u> is proposed: |
| _____ | _____ | a. location and size of existing and proposed waterlines |
| _____ | _____ | b. existing and proposed fire hydrant locations |
| _____ | _____ | c. distance noted that water lines will have to be extended to reach existing lines (if not already abutting the tract) |
| _____ | _____ | d. proposed contour lines on same sheet as utility layout |
| _____ | _____ | 5. Any existing and proposed underground natural gas, electrical, telephone, cable TV or other utility lines, with any easements shown that will affect development |
| _____ | _____ | 6. List of contacts for all underground utilities in the area, with phone numbers stated on the grading plans (as required by State Act 172) |

I. GRADING AND STORMWATER MANAGEMENT PLAN:

- | | | |
|-------|-------|---|
| _____ | _____ | 1. Existing and proposed storm drainage facilities or structures, including detention basins (with capacity), swales, pipes (with sizes), culverts and inlets |
|-------|-------|---|

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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

2. Capacity, depth, dimensions and locations of detention basins
3. Pre-development and post-development watershed areas for each detention basin or major drainage channel or point of concentration
4. Locations of any proposed or existing stormwater easements
5. Intended design year standards for culverts, bridge structures and/or other stormwater facilities
6. Schematic location of all underground utilities
7. Entity responsible to maintain/ own any detention basin
8. Existing and proposed contour lines for each lot (see under "Natural Features" above)

J. FOR USES OTHER THAN SINGLE FAMILY DETACHED OR TWIN DWELLINGS:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

1. For townhouses or apartments, evidence that the project meets the density requirements of the Zoning Ordinance
2. Evidence that the project will meet the off-street parking requirements of the Zoning Ordinance
3. Arrangement of off-street parking spaces, parking aisles, off-street loading areas and extent of areas to be covered by gravel or asphalt
4. For townhouses, any proposed methods to ensure privacy between outdoor semi-private areas (such as fences or walls or plantings between rear yards)
5. Illustrative sketches of exteriors of proposed principal buildings other than single family detached houses (encouraged but not required)
6. Location of any proposed outdoor storage areas
7. Note stating total square feet of paved area, including gravel areas
8. Number, sign area, height and location of proposed signs (required applications for signs may be submitted separately)
9. Major types, heights and locations of outdoor lighting

K. LANDSCAPE PLAN:

_____	_____
_____	_____
_____	_____

1. Locations of treelines and existing forested areas
2. Any proposed evergreen screening, buffer yards or earth berming (if required by Zoning Ordinance)
3. Areas of existing mature woods that are proposed to be protected and preserved or removed

L. EROSION AND SEDIMENTATION PLAN: The following shall be required as part of the Preliminary Plan submission unless the applicant provides a written and signed statement that earth will not be disturbed until after Final Plan approval.

_____	_____
_____	_____

1. Drawings showing locations and types of proposed measures, complying with the regulations and standards of the County Conservation District and PA. DEP.
2. Narrative describing proposed soil erosion and sedimentation control methods.

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| _____ | _____ | M. | <u>PLAN-PROFILE INFORMATION:</u> All plan-profile information listed in Section 603 shall be required as part of the Preliminary Plan submission <u>unless</u> the applicant states in a signed written statement that construction of improvements will not occur until after Final Plan Approval |
| _____ | _____ | N. | <u>CONSTRUCTION DETAILS:</u> All construction detail information listed in Section 603 shall be required as part of the Preliminary Plan submission <u>unless</u> the applicant states in a signed written statement that construction of improvements will not occur until after Final Plan Approval |
| _____ | _____ | O. | <u>SUPPORTING DOCUMENTS AND ADDITIONAL INFORMATION:</u> |
| _____ | _____ | 1. | Residual Lands Sketch. If the submitted plans do not include all undeveloped or underdeveloped adjacent or abutting lands owned by the same landowner or under control of the same developer (or closely related corporations), then a sketch shall be submitted at an appropriate approximate scale, on one sheet, covering all such land holdings together with a sketch of a reasonable future potential street system. Such sketch shall demonstrate that the proposed subdivision provides for the orderly development of any residual lands and/or does not adversely affect the potential development of residual lands. |
| _____ | _____ | 2. | Sewage Module. If applicable, 2 copies of the PA. DEP Sewage Planning Module application and supportive information as completed by the applicant, together with evidence that the application has been forwarded to the proper review agencies (these agency reviews are not required to be fully completed prior to preliminary plan approval) |
| _____ | _____ | 3. | Central Water. If central water service is proposed by an existing water company or authority, the applicant shall provide a letter from such water company or authority which states that the company or authority expects to be able to adequately serve the development, that the proposed water system is generally acceptable and that references standard conditions or specifications required by the company or authority for the provision of services. |
| _____ | _____ | 4. | Public Sewage. If service is proposed by a sewage authority, the developer shall submit a copy of a letter from the authority which states that the authority can adequately serve the subdivision, that the proposed sanitary sewage system is generally acceptable and that references standard conditions or specifications required by the authority for connection to the system. |

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_____	_____	5. Nonpublic Sewage. If service is proposed by a central sewage system that is not publicly-owned, the developer shall provide sufficient information to show that the proposed system would be feasible, within PA. DEP regulations and maintained and operated through an acceptable system.
_____	_____	6. Access to State Roads. If access is proposed to a State highway, and the appropriate Highway Occupancy Permit(s) have not yet been issued for the use(s): a) copy of any information submitted to PennDOT and any correspondence from PennDOT regarding the proposed access to State roads (this requirement applies throughout the entire approval process), and b) evidence that the proposed access will meet PennDOT sight distance requirements.
_____	_____	7. Floodplain. If the project would include any area within the 100 year floodplain or any watercourse, a statement from the Zoning Officer indicating that the proposed subdivision or land development would be in compliance with the Floodplain regulations of the City.
_____	_____	8. A statement describing the nature of the landowner's and the developer's involvement in the proposed development, and the names of the primary partners or chief officers of any corporate developer.
_____	_____	9. List of any Modifications or Waivers requested to this Ordinance
_____	_____	10. Copies of the decisions of any zoning variances that are relevant to the proposal.
_____	_____	11. The following shall be required to be submitted as part of the preliminary plan submission <u>unless</u> the applicant provides a signed written statement that no construction of improvements will occur until after the final plan is approved. a. Storm Drainage Calculations. All calculations relating to facilities appearing on the Grading and Storm Drainage Plan and the Erosion and Sedimentation Plan shall be submitted for review by the City Engineer. (see Section 1008).

504. CERTIFICATION: ORIGINAL SIGNATURE AND SEALS.

- A. All certification shall comply with the State professional licensing laws. All subdivisions of land shall be certified and stamped by a Registered Land Surveyor.
- B. At least 1 set of copies of all plans and engineering reports provided to the City shall bear original signature(s) and original seal(s) on each page, which should be prominently marked on the front sheet as the "Official City File Copy."