

HEMPFIELD TOWNSHIP PLANNING COMMISSION  
SUBDIVISION REVIEW SUMMARY CHECKLIST  
 (REVISED 1/24/00)

FOR SUBDIVISIONS CONTAINING FIVE LOTS OR LESS

THIS LIST TO BE FILLED OUT BY THE SURVEYOR PREPARING THE PLAN - ATTACH A COPY TO EACH OF THE PRINTS ALONG WITH ANY OTHER REQUIRED DOCUMENTS

NAME OF SUBDIVISION \_\_\_\_\_ ZONING OF TRACT \_\_\_\_\_  
 DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ SURVEYOR \_\_\_\_\_ PHONE NO. \_\_\_\_\_

- | YES   | NO    | A) <u>APPLICATION REQUIREMENTS</u>  |
|-------|-------|---|
| _____ | _____ | 1) PLANS AND REQUIRED INFO. WAS IN THE PLANNING OFFICE PRIOR TO NOON ON THE SECOND WEDNESDAY OF THE MONTH   |
| _____ | _____ | 2) PLANS HAVE ALL REQ'D. SIGNATURES, SEALS & NOTORIZATION   |
| _____ | _____ | 3) WRITTEN APPLICATION COMPLETED AND SUBMITTED & FEE PAID   |
| _____ | _____ | 4) APPLICATION FOR HARDSHIP EXCEPTION (PC FORM SD-4)  |
| _____ | _____ | 5) PLAN REVISION MODULE FOR LAND DEVPMT. (ER-BWQ-350:3/85)  |
| _____ | _____ | 6) PUBLIC SANITARY SEWER AVAILABLE (IF YES # 7 NOT REQ'D)   |
| _____ | _____ | 7) SITE INVESTIGATION & PERC. TEST LOCATIONS SHOWN ON THE PLAN AND PROOF OF FAVORABLE TEST RESULTS FOR ON-LOT SEWAGE DISPOSAL SYSTEM FOR EACH LOT NOT SERVICED BY PUBLIC SANITARY SEWERS OR AN EXISTING ON-LOT SYSTEM |
| _____ | _____ | 8) APPROVED HIGHWAY OCCUPANCY PERMITS (STATE OR COUNTY)   |
| _____ | _____ | 9) TOWNSHIP DRIVEWAY PERMITS ARE OR WILL BE APPROVED  |
| _____ | _____ | 10) FINAL PLAT (18"x24" ORIGINAL, 1 REPRODUCIBLE PRINT AND 8 BLUE OR BLACK LINE PRINTS) SCALE 1"=50' OR 1"=100'   |

- | YES   | NO    | B) <u>PLAT REQUIREMENTS</u>  |
|-------|-------|--|
| _____ | _____ | 1) LOCATION MAP (FROM USGS OR TWP. ROAD MAP) SHOWING SUBDIVISION NAME AND LOCATION, DISTANCE FROM MAJOR EXISTING THOROUGHFARES, TITLE, SCALE AND NORTH POINT   |
| _____ | _____ | 2) PRESENT ZONING OF TRACT AND ADJACENT PROPERTIES SHOWN   |
| _____ | _____ | 3) TAX REFERENCE NOTED ON THE PLAN (EXAMPLE: 50-10-9-1)  |
| _____ | _____ | 4) SOURCE OF TITLE TO LAND MARKED ON THE PLAN (DBV & PG)   |
| _____ | _____ | 5) BOUNDARY LINES AND COURSES & DISTANCES CLEARLY MARKED   |
| _____ | _____ | 6) ALL EXISTING AND RECORDED STREET LINES AND BUILDING SET-BACK LINES SHOWN (SEE ZONING ORD. FOR SET-BACK)   |
| _____ | _____ | 7) COMPLETE CURVE DATA FOR ALL CURVES INCLUDED IN PLAN   |
| _____ | _____ | 8) ROADWAY WIDTH SHOWN AND TYPE OF SURFACE NOTED   |
| _____ | _____ | 9) LOT NUMBERS (OR LETTERS), DIMENSIONS AND AREAS SHOWN  |
| _____ | _____ | 10) TOTAL NUMBER OF LOTS AND TOTAL AREA NOTED ON THE PLAN  |
| _____ | _____ | 11) LOCATION OF EXISTING UTILITIES AND A NOTE STATING UTILITIES CURRENTLY AVAILABLE AT THE SITE  |
| _____ | _____ | 12) LETTERS OF TENTATIVE APPROVAL FOR SANITARY SEWER AND/OR WATER TAP-IN FROM UTILITY COMPANY  |
| _____ | _____ | 13) LOCATION OF EXISTING AND/OR PROPOSED STORM SEWERS AND SANITARY SEWERS AND EASEMENTS PROVIDED (MIN. 20 FT.)   |
| _____ | _____ | 14) LOCATION AND TYPE OF PROPERTY CORNER MONUMENTS OR MARKERS SHOWN ON THE PLAN (WOOD STAKES NOT PERMITTED)  |
| _____ | _____ | 15) NAME OF SUBDIVISION SHOWN ON THE PLAN  |
| _____ | _____ | 16) NAME AND ADDRESS OF THE OWNER AND SUBDIVIDER SHOWN   |
| _____ | _____ | 17) LOCATION OF STREAMS, WATER COURSES AND RAVINES   |
| _____ | _____ | 18) FLOOD INSURANCE RATE MAP (F.I.R.M.) FLOOD ZONES AND BASE FLOOD ELEVATIONS FOR AREAS IN OR NEAR FLOOD ZONES   |
| _____ | _____ | 19) LOCATION OF EXISTING DWELLINGS, STRUCTURES AND ON-LOT SEWAGE DISPOSAL SYSTEMS WITH DIMENSIONS SHOWING THAT FRONT, SIDE AND REAR SETBACKS REQUIREMENTS ARE MET  |
| _____ | _____ | 20) 60 FOOT MINIMUM FRONTAGE AT THE R/W LINE ON ALL LOTS   |
| _____ | _____ | 21) A NOTE LISTING ANY AND ALL COVENANTS, RESTRICTIONS OR VARIANCES THAT APPLY TO THE PROPERTY OR OWNERS THEREOF   |
| _____ | _____ | 22) NORTH POINT, GRAPHIC SCALE AND DATE SHOWN ON THE PLAN  |
| _____ | _____ | 23) FINANCIAL SECURITY OF THE REQUIRED AMOUNT DEPOSITED WITH THE TOWNSHIP FOR ANY IMPROVEMENTS (AS DEFINED IN THE SUBDIV. ORD.) FOR SUBDIVISIONS WITH PUBLIC ROADS   |
| _____ | _____ | 24) PROOF OF FINANCIAL SECURITY DEPOSITED WITH UTILITIES   |
| _____ | _____ | 25) DEDICATION OF PROPOSED PUBLIC OR PRIVATE STREETS AND/OR EASEMENTS - USE TWP. FORMS ONLY (SEE SUBDIV. ORD.)   |
| _____ | _____ | 26) PRIVATE ROAD CERTIFICATION (AVAILABLE IN ORD. OFFICE)  |
| _____ | _____ | 27) NOTE RELINQUISHING LIABILITY (INDEMNIFICATION CLAUSE) USE LONG FORM IF PLAN CONTEMPLATES NEW STREETS   |
| _____ | _____ | 28) CERTIFICATION OF REGISTERED LAND SURVEYOR AND SEAL   |
| _____ | _____ | 29) PROVISION OF SPACES FOR FIVE (5) SEALS (SURVEYOR, NOTARY PUBLIC, TOWNSHIP PLANNING COMMISSION, TOWNSHIP SUPERVISORS, AND COUNTY PLANNING DEPARTMENT) LESS THAN 2.5 INCHES FROM THE BOTTOM OR RIGHT EDGE OF THE SHEET |

THIS LIST IS ONLY A SUMMARY - SEE HEMPFIELD TOWNSHIP SUBDIVISION ORDINANCE FOR COMPLETE REQUIREMENTS