

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE
OF
GREENE TOWNSHIP
PIKE COUNTY, PENNSYLVANIA

ARTICLE IV
PLAN REQUIREMENT

401 Sketch Plan Requirements for Formal Review

A Sketch Plan should show or be accompanied by the following data, legible in every detail and drawn to scale but not necessarily showing precise dimensions.

- A. Name of the subdivision and/or development.
- B. Name and address of land owner and/or land developer. (If a corporation, give name of officers.)
- C. Location map.
- D. North arrow.
- E. Graphic scale.
- F. Written scale.
- G. Date Sketch Plan was completed.
- H. Names of adjacent property owners and tax map numbers, including those across adjacent roads.
- I. Proposed and existing street and lot layout on immediately adjacent tracts including street and subdivision names and right-of-way widths.
- J. Existing man-made and/or natural features, i.e.:
 - i. Watercourses, lakes, and wetlands (with names)
 - ii. Rock outcrops and stone fields
 - iii. Buildings and structures
 - iv. Approximate location of tree masses
 - v. Utility lines, wells, and sewage system(s)
 - vi. Any and all other significant features
- K. Location of permanent and seasonal high water areas and 100 year flood zones.
- L. Tract boundaries accurately labeled.
- M. General street and lot layout showing approximate widths, depths, and areas.
- N. Location and extent of various soil types by Soil Conservation Service classification.

- O. Location and type of rights-of-way or other restrictive covenants which might affect the subdivision and/or land development.
- P. The following site data shall be labeled on the plan:
 - 1. Total acreage of the subdivision and/or development
 - 2. Total number of lots proposed
 - 3. Total lineal feet of new roads
 - 4. County property tax assessment number
 - 5. Any and all other significant information
- Q. A map of the entire contiguous holding of the owner and/or developer showing the plan of any future development.
- R. A statement of the type of water supply and sewage disposal proposed.

402 Preliminary Plan Requirements for Major Subdivisions and Land Developments

Preliminary Plans shall be prepared by a Qualified Professional as applicable and required by State Law. Preliminary Plans shall be submitted pursuant to the following:

402.1 Drafting Standards

- A. Previously Recorded Plans – The proposed subdivision or re-subdivision of a parcel or parcels shown on a previously recorded plan shall be shown on a new plan which shall contain only information relative to the proposed subdivision. The prior recorded plan may be included as an insert on the proposed subdivision plan to show the history of the parcel.
- B. Plan Details
 - 1. The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, 60 feet, 80 feet, 100 feet, or 200 feet to the inch.
 - 2. Dimensions shall be in feet and hundredths of feet; bearings shall be in degrees, minutes and seconds for the boundary of the entire tract, and approximated dimensions in feet for lot lines.
 - 3. The field survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet, and shall be in accord with accepted surveying standards.
 - 4. The sheet size shall be no smaller than twelve by eighteen (12 X 18) inches and no larger than twenty-four by thirty-six (24 X 36) inches. If the plan is prepared in two (2) or more section, a key map showing the location of the sections shall be placed on each sheet. If more than one (1) sheet is necessary, each sheet shall be the same size and numbered to show the relationship to the total number of sheets in the plan (e.g. Sheet 1 of 5), and a key diagram showing the relative location of the several sections shall be drawn on each sheet.
 - 5. Plans shall be legible in every detail

402.2 Plan Information

The Preliminary Plan shall contain the following information:

- A. Name of project
- B. Name and address of the owner of record (if a corporation, give name of each officer) and deed book and page where the deed of record is recorded.
- C. Name and address of developer if different from land owner (if a corporation, give name of each officer).
- D. Name, address, license number, seal, and signature of the Qualified Professional responsible for the preparation of subdivision and/or development plan.
- E. Date, including the month, day and year that the Preliminary Plan was completed and the month, day and year for each plan revision along with a description of the revision.
- F. A key map for the purpose of locating the property being subdivided and showing the relation of the property, differentiated by tone or pattern, to adjoining property and to all streets, roads, municipal boundaries, watercourses, and any area subject to flooding.
- G. North arrow (true or magnetic)
- H. Graphic scale and written scale
- I. Names of present adjoining property owners and the names of all adjoining subdivisions, if any, including property owners and/or subdivisions across adjacent roads, along with the current tax map number of each property shown.
- J. Proposed and existing street and lot layout on immediately adjacent tracts including names and right-of-way and pavement widths of all streets and/or roads.
- K. Existing man-made or natural features including but not limited to the following:
 1. Watercourses, ponds, and lakes, with name of each
 2. Rock outcrops and stone fields
 3. Buildings and structures
 4. Approximate location of tree masses
 5. Utility lines, wells, and sewage system(s)
 6. Location and description of any certified historic site or structure and cemeteries
 7. Location and size of culverts with the direction of water flow
 8. Wetlands as shown on United States Geological Survey topographic maps and the Wetlands Inventory Maps published by the United States Fish and Wildlife Service. If the Planning Commission or the Supervisors shall determine that the extent of the wetlands is significant, or that wetlands exist where said maps do not show wetlands,

or that any wetland may be adversely affected by the proposed development, a detailed, site specific wetland delineation shall be submitted by the Applicant along with certification of same by the United States Fish and Wildlife Service, United States Army Corps of Engineers, and/or Pennsylvania Department of Environmental Protection.

9. All other significant man-made or natural features within the proposed subdivision and one hundred (100) feet beyond the boundaries of the proposed subdivision and/or development.
- L. Location of permanent and seasonal high water table areas and flood hazard areas as shown on the most recent Federal Insurance Administration/Federal Emergency Management Agency (FEMA) mapping. In the absence of a FEMA-delineated flood hazard area, the flood hazard area, at a minimum, shall include the land adjoining any watercourse, as defined by the Pennsylvania Department of Environmental Protection's Chapter 105 regulations and/or as shown on the most recent United States Geological Survey quadrangle map, or adjoining any ponds or lakes with a water surface area of one (1) acre or more, which is within fifty (50) feet of the banks thereof.
- M. Location and extent of various soil types by Soil Conservation Service classification and the location of soil test pits and percolation test sites.
- N. Location, width and purpose of any existing rights-of-way or other easements.
- O. Location, width and purpose of any proposed rights-of-way or other easements.
- P. Proposed areas for location of wells and sewage disposal fields when on-site disposal is proposed, and other utilities; or show a designated isolation distance from the septic system area where wells may not be located.
- Q. Contour lines, at an interval of not more than twenty (20) feet as accurately superimposed from the latest United States Geological Survey Quadrangle map. Contour lines at closer intervals may be required if more detail is deemed necessary in cases of steep slopes or other site characteristic requirements.
- R. The full plan of the proposed subdivision and/or development, including:
 1. Location and widths of all streets, suggested types (major, collector, minor) and all rights-of-way with a statement of any conditions governing their use.
 2. Proposed street names
 3. Building set back lines
 4. Lot lines with dimensions
 5. Lot and/or parcel sizes
 6. Lot numbers
 7. A statement of number of lots and/or parcels
 8. A statement of the intended use of all non-residential lots and/or parcel
 9. A statement of the total acreage in the proposed subdivision and/or development

- 10. County tax assessment property number
- 11. Any and all other significant information
- S. A title block shall be included on the lower right corner of all Preliminary Plans.
- T. In the case of land developments, the location and configuration of project buildings, parking areas, streets, access drives, driveways and all other planned facilities.
- U. Driveway locations for each lot shall be shown on the Plan and shall conform to the specifications outlined in Section 603.16. If the driveway is accessing a State road, Highway Occupancy Permits must be obtained from PennDOT, and a copy of said permit must be presented with the submission in order for final approval to be given. If the driveway is accessing a road under the jurisdiction of Greene Township, a road encroachment permit must be obtained from Greene Township and a copy of same presented with the submission in order for final approval to be given.

402.3 Supporting Documents and Information – The following supporting documents, plans and information shall be submitted with Preliminary Plans for all major subdivisions and land developments:

- A. Typical street cross-section drawings for all proposed streets showing the following:
 - 1. Typical cut sections
 - 2. Typical fill sections
 - 3. Super-elevated sections
 - 4. Typical parallel drainage
- B. Tentative profiles along the top of the cartway center-line, or as otherwise covenants that apply by this Ordinance, showing existing and proposed grade lines and printed elevations of the proposed grade lines at fifty (50) foot intervals.
- C. Any existing or proposed deed restrictions, protective and restrictive covenants that apply to the subdivision and/or development plan.
- D. All proposed offers of dedication and/or reservation of rights-of-way and land areas with conditions attached.
- E. Existing documents of dedication and/or reservation of rights-of-way and land areas with conditions attached.
- F. The latest deed of record
- G. Water supply information:
 - 1. A statement from a Professional Engineer of the type and adequacy of the water supply system proposed to serve the project.
 - 2. Preliminary design of any central water supply system.

3. Publicly owned central system – A letter from the water company or authority stating that the said company or authority will supply the development including a verification of the adequacy of service.
 4. Privately owned central system – A statement setting forth the proposed ownership of the system and responsibility for operation and maintenance.
 5. A copy of any application for any permit, license or certificate required by Department of Environmental Protection or the Pennsylvania Public Utility Commission for the construction and operation of any proposed central water supply system. Preliminary plan approval shall be conditioned on the issuance of said permits by Pennsylvania Department of Environmental Protection or Pennsylvania Public Utilities Commission.
 6. Any approval of plans by the Board of Supervisors is conditioned upon the PA DEP's approval of the sewage planning module.
- H. Sewage disposal information:
1. Completed sewage planning module(s) for land development and other required sewage planning documents as required by the Pennsylvania Sewage Facilities, Act 537 as amended.
 2. Private sewage treatment plants and community on-lot systems – A preliminary design of the system and a statement setting forth the proposed ownership of the system and responsibility for operation and maintenance.
- I. A statement from the Applicant relative to any public utility, environmental or other permits (e.g. wetlands, streams encroachment, certificate of public convenience) required and if none are required a statement to that effect. However, the Township shall reserve the right to require any additional information or certification from a qualified professional if the Township deems such appropriate.
- J. Soil erosion and sedimentation control plan approved by the Pike County Conservation District.
- K. Preliminary drainage/ stormwater management plan in compliance with any applicable Greene Township stormwater management ordinance.
- L. Preliminary bridge designs and a statement by the Applicant's engineer regarding any state or federal approvals required.
- M. A statement indicating any existing or proposed subdivision waivers / modifications.
- N. Where the land included in the subject application has an electric transmission line, a gas pipeline, or a petroleum or petroleum products transmission line located within the tract, the Preliminary Plan shall be accompanied by a letter from the owner or lessee of such right-of-way stating any conditions on the use of the land and the minimum building set back and/or right-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement.
- O. The proposed land development agreement pursuant to requirements of Section 508.
- P. Documentation of the method for future responsibility for ownership, operation and maintenance of all development improvements as required in Section 507.

402.4 Additional Information – The Planning Commission and/or the Board of Supervisors shall require the developer to submit any other necessary information based on the specific characteristics of the proposed project.

402.5 Application Forms and Certifications - The Applicant shall complete and submit such application forms and certifications as prescribed by the Township for submittal with Preliminary Plan applications.

402.6 Preliminary Plan Engineering Certification - Prior to approval of the preliminary plan, the applicant shall submit to the Board of Supervisors a preliminary plan engineering certification stating that the layout of proposed streets, house lots, and conservation open space complies with this Ordinance, particularly those sections governing the design of subdivision streets and stormwater management facilities, and that all improvements will be installed in accord with the specific requirements of this Ordinance or any waivers or modifications granted by the Board of Supervisors. This certification requirement is meant to provide the Board of Supervisors with assurance that the proposed plan is able to be accomplished within the Township's current regulations.

403 Final Plan Requirements for Major Subdivisions and Land Developments

Final Plans shall be prepared by a Qualified Professional as applicable and required by state law. Final Plans shall be submitted pursuant to the following:

403.1 Drafting Standards

A. Previously Recorded Plans – The proposed subdivision or re-subdivision of a parcel or parcels shown on a previously recorded plan shall be shown on a new plan which shall contain only information relative to the proposed subdivision. The prior recorded plan may be included as an insert on the proposed subdivision plan to show the history of the parcel.

B. Plan Details

1. The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, 60 feet, 80 feet, 100 feet, or 200 feet to the inch.
2. All dimensions shall be in feet and decimals to the nearest 100th; bearings shall be in degrees, minutes, and seconds
3. The field survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet and shall be balanced in accord with accepted surveying standards
4. The sheet size shall be no smaller than twelve by eighteen (12 X 18) inches and no larger than twenty-four by thirty-six (24 X 36) inches. If the plan is prepared in two (2) or more sections, a key map showing the location of the sections shall be placed on each sheet. If more than one (1) sheet is necessary, each sheet shall be the same size and numbered to show the relationship to the total number of sheets in the plan (e.g. Sheet 1 of 5), and a key diagram showing the relative location of the several sections shall be drawn on each sheet.
5. Plans shall be legible in every detail

403.2 Final Plan Information – The Final Plan shall contain the following information:

- A. Name of project
- B. Name and address of the owner of record (if a corporation, give name of each officer) and deed book and page where the deed of record is recorded.

- C. Name and address of developer if different from land owner (if a corporation, give name of each officer).
- D. Name, address, license number, seal, and signature of the Qualified Professional responsible for the preparation of subdivision and/or development plan.
- E. Date, including the month, day and year that the Final Plan was completed and the month, day and year for each plan revision along with a description of the revision.
- F. A key map for the purpose of locating the property being subdivided and showing the relation of the property, differentiated by tone or pattern, to adjoining property and to all streets, roads, municipal boundaries, watercourses, and any area subject to flooding.
- G. North arrow (true or magnetic)
- H. Graphic scale and written scale
- I. Names of present adjoining property owners and the names of all adjoining subdivisions, if any, including property owners and/or subdivisions across adjacent roads, along with the current tax map number of each property shown.
- J. Proposed and existing street and lot layout on immediately adjacent tracts including names and right-of-way and pavement widths of all streets and/or roads.
- K. Existing man-made or natural features including but not limited to the following:
 - 1. Watercourses, ponds, and lakes, with name(s) of each
 - 2. Rock outcrops and stone fields
 - 3. Buildings and structures
 - 4. Approximate location of tree masses
 - 5. Utility lines, wells, and sewage system(s)
 - 6. Location and description of any certified historic site or structure and cemeteries
 - 7. Location and size of culverts with the direction of water flow
 - 8. Wetlands as shown on United States Geological Survey topographic maps and the Wetlands Inventory Maps published by the United States Fish and Wildlife Service. If the Planning Commission or the Supervisors shall determine that the extent of the wetlands is significant, or that wetlands exist where said maps do not show wetlands, or that any wetland may be adversely affected by the proposed development, a detailed, site specific wetland delineation shall be submitted by the Applicant along with certification of same by the United States Fish and Wildlife Service, United States Army Corps of Engineers, and/or Pennsylvania Department of Environmental Protection.
 - 9. All other significant man-made or natural features within the proposed subdivision and one hundred (100) feet beyond the boundaries of the proposed subdivision and/or development.

- L. Location of permanent and seasonal high water table areas and flood hazard areas as shown on the most recent Federal Insurance Administration/Federal Emergency Management Agency (FEMA) mapping. In the absence of a FEMA-delineated flood hazard area, the flood hazard area, at a minimum, shall include the land adjoining any watercourse, as defined by the Pennsylvania Department of Environmental Protection's Chapter 105 regulations and/or as shown on the most recent United States Geological Survey quadrangle map, or adjoining any ponds or lakes with a water surface area of one (1) acre or more, which is within fifty (50) feet of the banks thereof.
- M. Location and extent of various soil types by Soil Conservation Service classification and the location of soil test pits and percolation test sites.
- N. Location, width and purpose of any existing rights-of-way or other easements.
- O. Location, width and purpose of any proposed rights-of-way or other easements.
- P. Location of wells and subsurface sewage disposal fields when on-site disposal is proposed, and other utilities, or show a designated isolation distance from the septic area where a well may not be located.
- Q. Contour lines, at an interval of not more than twenty (20) feet as accurately superimposed from the latest United States Geological Survey Quadrangle map. Contour lines at a closer interval may be required if more detail is deemed necessary by the Township. If deemed appropriate by the Township, contour lines may be eliminated from the record plan to provide for clarity of the plan when recorded.
- R. The total tract boundary lines of the project with distances accurate to hundredths of a foot and bearings accurate to seconds of an arc. The location of all perimeter monuments shall be shown and described.
- S. The name and/or number and pavement width and right-of-way lines of all existing public streets and/or roads and the name and location of all other streets and/or roads within the property.
- T. The full plan of the proposed development, including but not limited to the following information and data:
 - 1. Sufficient bearings, lengths of lines, radii, arc lengths and chords of all lots, streets, rights-of-way, easements, community or public areas and areas to be dedicated to accurately and completely reproduce each and every course on the ground
 - 2. All dimensions in feet and hundredths of a foot
 - 3. All bearings to the nearest one second of an arc
 - 4. Street names
 - 5. Street widths and right-of-way and easement widths
 - 6. A clear sight triangle shall be shown for all street intersections
 - 7. Block and lot numbers
 - 8. Total tract area and area of each lot in square feet or acres

9. Location and type of permanent monuments and markers which have been set in place
 10. Building setback lines for each lot or the proposed placement of each building
 11. Excepted parcels or sections shall be marked "Not included in this plat" and their boundary completely indicated by bearings and distances
 12. A statement of intended use of all non-residential lots, with reference to restrictions of any type which exist as covenants in the deed for the lots contained in the subdivision and if the covenants are recorded, including the book and page number
 13. The deed book volume and page number as entered by the County Recorder of Deeds, referencing the latest source(s) of title to the land being developed
 14. Pike County tax map number
- U. Driveway locations for each lot shall be shown on the Plan and shall conform to the specifications outlined in Section 603.16. If the driveway is accessing a State road, Highway Occupancy Permits must be obtained from Penn DOT, and a copy of said permit must be presented with the submission in order for final approval to be given. If the driveway is accessing a road under the jurisdiction of Greene Township, a road encroachment permit must be obtained from Greene Township and a copy of same presented with the submission in order for final approval to be given.
- V. The following items and notes shall be on all Final Plans when applicable, in the form of protective and/or restrictive covenants:
1. Building setbacks
 2. Corner lot sight easements
 3. Corner lot driveway locations
 4. Utility and drainage easements including ownership and maintenance responsibility
 5. "Wells and sewage disposal systems shall be constructed in accord with the current standards of the Pennsylvania Department of Environmental Protection and Greene Township."
 6. "Individual owners of lots must apply to the Township for a sewage permit and a well permit prior to construction of any on-lot sewage disposal system or well."
 7. "In granting this approval the Township has not certified or guaranteed the feasibility of the installation of any type of well or sewage disposal system on any individual lot shown on this plan."
- W. A title block shall be included on the lower right corner of all Final Plans
- X. Approval/signature blocks for the Board of Supervisors
- Y. The following general notes shall be included on all Final Plans, if applicable:
1. When all roads and/or streets are to remain private, "All roads and/or streets shall remain private, shall not be open to public travel and shall not in the future be

offered for dedication to Greene Township by the Developer, his heirs, successors or assigns”.

2. In the event the subdivision incorporates a private access street as defined in this Ordinance, the following, “The improvement and maintenance of any private access street and stormwater facilities shall be the sole responsibility of those persons benefitting from the use thereof”.
3. In the event of a “lot improvement” or “lot combination” proposal:
 - a. “Lot / parcel ___ shall be joined to and become an inseparable part of lot / parcel ___ as recorded in Deed Book Volume ___, page ___ and cannot be subdivided, conveyed or sold separately or apart therefrom without prior Township approval.”
 - b. “Henceforth the combined lot shall be known as Lot ___R.” Note: The name or number or the new lot must be different from the name or number of either of the lots being combined. The letter “R” (standing for Revised) shall be included in the new name or number.
 - c. “Approval is granted for recording purposes only.”
4. “Highway occupancy permits are required for access to roads under the jurisdiction of the Pennsylvania Department of Transportation pursuant to the State Highway Law P.L. 1242, No. 428, Section 420, and for access to roads under the jurisdiction of Greene Township pursuant to Greene Township Road Encroachment Ordinance No. 38”.
5. In the case where wetlands are present, “The developer assumes full responsibility for obtaining any and all necessary permits and/or approvals, relating to the existence and designation of any wetlands on the within subdivision, as may be required by the United States Army Corps of Engineers, the Pennsylvania Department of Environmental Protection, or any other state or federal agency having appropriate jurisdiction over wetlands. The developer represents and warrants that it has accurately and properly delineated the areas of wetlands on the within subdivision; that it will give a copy of same to any prospective purchaser(s), together with the name, address, and telephone number of the governmental agencies having jurisdiction over wetlands; and that it will advise any prospective purchaser(s) of the existence of wetlands, if any, on any lot proposed to be purchased. After conveyance or sale of any lands in said subdivision to any purchaser(s), the purchaser(s) shall assume and bear continuing responsibility for compliance with any and all governmental regulations regarding the use of wetlands. Any purchaser(s) of any lands set forth in the within subdivision agree to look solely to the developer and/or to the appropriate governmental agency for compliance with any wetlands regulations or requirements.”
“The approval of this subdivision by the Township Supervisors shall not in any manner be construed to be or to constitute an approval of compliance by the developer with statutes or regulations promulgated by any state or federal agencies relating to wetlands existing on the within subdivision. The Township shall have no liability or responsibility to the purchaser(s) or to any other regulations with respect to the within subdivision or any lands contained therein.”
6. The Plan shall be deemed null and void if not recorded within 90 days

- Z. In the case of land developments, the location and configuration of project buildings, parking compounds, streets, access drives, driveways, stormwater facilities, and all other planned facilities.

403.3 Supporting Documents and Information – The following supporting documents and information shall be submitted with the Final Plan for major subdivisions and land developments:

- A. Typical final street cross-section drawings for all proposed streets and/or roads showing the following:
1. Typical cut sections
 2. Typical fill sections
 3. Typical super-elevated sections
 4. Typical parallel drainage
- B. Final profiles along the top of the cartway (pavement) center-line showing existing and final grade lines and printed elevations of the final grade line at fifty (50) foot intervals, unless otherwise required by this Ordinance
- C. Any existing and finally proposed deed restrictions, protective and restrictive covenants that apply to the subdivision and/or development plan.
- D. All existing and offers of dedication and/or reservation of rights-of-way and land areas with conditions attached.
- E. The latest deed of record
- F. Water supply and sewage disposal information:
- G. Final plan of any central water supply and/or sewage disposal system showing all pertinent details.
- H. All other documentation required to demonstrate compliance with Section 607 of this Ordinance.
- I. All required state or federal environmental permits
- J. Highway occupancy permits
- K. Soil erosion and sedimentation control plan approved by the Pike County Conservation District.
- L. Final drainage/stormwater management plan
- M. Final bridge designs and required state or federal approvals
- N. A statement setting forth any subdivision waivers/ modification obtained
- O. Where the land included in the subject application has an electric transmission line, a gas pipeline, or a petroleum or petroleum products transmission line located within the tract, the Final Plan shall be accompanied by a letter from the owner or lessee of such right-of-way

stating any conditions on the use of the land and the minimum building setback and/or right-of-way lines. This requirement may also be satisfied by submitting a copy of the recorded agreement.

P. Improvements construction documentation required by Article V.

403.4 Additional Information – The Planning Commission and/or the Board of Supervisors shall require the developer to submit any other necessary information based on the specific characteristics of the proposed project.

403.5 Application Forms and Certifications – The Applicant shall complete and submit such application forms and certifications as prescribed by the Township for submittal with Final Plan applications.

403.6 Ownership of Development Improvements – The developer shall provide the final plan for the ownership and continued operation and maintenance of all development improvements, amenities and common use or open areas. The Township Supervisors, with the recommendation of the Planning Commission, shall determine the adequacy of the plan, and shall require any additional assurance to provide for proper ownership, operation and maintenance.

403.7 Land Development Agreement - The final land development agreement pursuant to requirements of Section 508.

403.8 Requirements for As-Built Plans - All plans approved for construction which include elevations, distances, material lengths, thicknesses or depths shall be affirmed through submission of an *as-built* (or *as constructed*) plan. The *as-built plan* shall accurately depict the final constructed development indicating which improvements have been installed in accord with the approved plans and detailing any changes as approved by the Township.

- A. Submission - One (1) legible paper print of the as-built plans and one (1) compact disk with the Plans in PDF format shall simultaneously be submitted to the Township and to the Township Engineer.
- B. Format
 - 1. The as-built plans shall be generated using the approved plans (as revised through construction) with the plan/design figures struck through with a single line and the as-constructed measurement annotated immediately adjacent.
 - 2. All deviations from approved plan data shall be documented by field measurement by a registered land surveyor, licensed in good standing to practice surveying in the Commonwealth of Pennsylvania.
- C. Water and Sewer - Water and sewer as-built plans shall be coordinated with the respective authorities.
- D. Plan Information - The following information shall be shown on the as-built plans . Deviations from the approved plans shall be subject to a request from the Township Engineer for calculations sealed by the applicable Qualified Professional which document that the as-constructed condition does not violate the original intent by decreasing flow capacity or a safety standard below the criteria set by this Ordinance.
 - 1. Stormwater facilities including, if needed, revised topography for basin/best management practices (BMP), basin/BMP berm height and width, outlet structure elevations, emergency spillway elevation and length, basin/BMP volume calculations, storm pipes and inlets (including pipe size, type, slope, inverts, grate elevations), and location of all BMPs including snouts, bottomless inlets, depressed landscape islands, infiltration trenches, porous pavement, etc.
 - 2. Deviations in grade on gravity dependent improvements (e.g. ditches and pipes) to verify that the installed flow capacity meets or exceeds the design capacity.

3. Light pole locations.
4. Sidewalk locations.
5. Road and traffic signs.
6. Road elevations, layout, and striping; and if intersections have been revised significantly, sight distance. Finished roadway improvements shall be measured at cross section intervals matching the design stations, and shall include information across the entire improved section from tie slope to tie slope in order to document that the design ditch, shoulder and roadway sections have been met.
7. Parking spaces including handicapped spaces and access points.
8. Retaining wall locations and elevations.
9. Where permanent monuments have been set for right of way or tract boundary, the 4-decimal state plane coordinates and 2-decimal elevation of the center of the monument.
10. Building locations with tie distances to property lines.
11. Any improvement where setbacks from property lines to critical points (building corners, etc) have been shown on the approved plans.
12. Utility location in association with easements (i.e., is the utility centered on the easement, etc.).
13. Field changes not otherwise required by this section.
14. Cross section plots for any or all stations of the project may be required at the discretion of the Township Engineer.
15. Other information as deemed necessary by the Township Engineer depending on site conditions.

404 Final Plan Requirements for Minor Subdivisions

Plans for minor subdivision shall be prepared by a Professional Engineer and/or Registered Land Surveyor as applicable and required by state law; and shall be submitted pursuant to the following:

404.1 Drafting Standards

- A. Previously Recorded Plans – The proposed subdivision or re-subdivision of a parcel or parcels shown on a previously recorded plan shall be shown on a new plan which shall contain only information relative to the proposed subdivision. The prior recorded plan may be included as an insert on the proposed subdivision plan to show the history of the parcel.
- B. Plan Details
 1. The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, 60 feet, 80 feet, 100 feet, and 200 feet to the inch.
 2. All dimensions shall be in feet and decimals to the nearest 100th; bearings shall be in degrees, minutes, and seconds

3. The field survey shall not have an error of closure greater than one (1) foot in ten thousand (10,000) feet, and shall be balanced in accord with accepted surveying standards.
4. The sheet size shall be no smaller than eight and one-half by eleven (8-1/2 X 11) inches and no larger than twenty-four by thirty-six (24 X 36) inches
5. Plans shall be legible in every detail.

404.2 Minor Plan Information

- A. Name of subdivision
- B. Name and address of owner of record. (If a corporation, give name of each officer)
- C. Name and address of developer if different from land owner. (If a corporation, give name of each officer)
- D. Name, address, license number, seal and signature of the Qualified Professional responsible for the preparation of the subdivision plan
- E. Date, including the month, day, and year that the Final Plan for the Minor Subdivision was completed and the month, day, and year of each plan revision along with a description of the revision
- F. The Deed Book volume and page number reference of the latest source(s) of title to the land being subdivided
- G. North arrow (true or magnetic)
- H. Graphic scale and written scale
- I. Lots numbered in consecutive order
- J. A plat of the area proposed to be subdivided, including the tract boundaries, if appropriate, street lines and names, lot lines, rights-of-way or easements (existing and/or proposed, if any)
- K. Sufficient data, acceptable to the Township, to determine readily the location, bearing and length of every boundary, street or lot line. All dimensions shall be shown in feet and hundredths of a foot.
- L. The area of each lot or parcel shall be shown within each lot or parcel
- M. Reference monuments and/or lot markers shall be shown on the plan and shall be placed as required by this Ordinance.
- N. Any existing buildings located on the tract being subdivided shall be platted to demonstrate compliance with setback requirements
- O. The proposed building reserve (setback) lines for each lot, or the proposed placement of each building

- P. The name and/or number and pavement width and right-of-way lines of all existing public streets and the name, location, and width of all other roads within or abutting the property.
- Q. Names of adjoining property owners including those across adjacent roads, and the names of all adjoining subdivisions including those across adjacent roads with the book and page where each property and/or subdivision is recorded; along with the tax map number for each property shown.
- R. Water courses, lakes, streams, ponds with names, rock outcrops and stone fields, approximated location of existing tree masses and other significant features, manmade or natural including utilities, wells, and sewage systems, historic sites, structures, and cemeteries.
- S. Wetlands as shown on United States Geological Survey topographic maps and the Wetlands Inventory Maps published by the United States Fish and Wildlife Service. If the Planning Commission or the Supervisors shall determine that the extent of the wetlands is significant, or that wetlands exist where said maps do not show wetlands, or that any wetland may be adversely affected by the proposed development, a detailed, site specific wetland delineation shall be submitted by the Applicant along with certification of same by the United States Fish and Wildlife Service, United States Army Corps of Engineers and/or Pennsylvania Department of Environmental Protection.
- T. A clear sight triangle which meets Penn DOT standards shall be clearly shown for all street and driveway intersections.
- U. Driveway locations for each lot shall be shown on the Plan and shall conform to the specifications outlined in Section 603.16. If the driveway is accessing a State Road, Highway Occupancy Permits must be obtained from Penn DOT, and a copy of said permit must be presented with the submission in order for final approval to be given. If the driveway is accessing a road under the jurisdiction of Greene Township, a road encroachment permit must be obtained from Greene Township and a copy of same presented with the submission in order for final approval to be given.
- V. Site data, including, total acreage, number of lots, and tax number
- W. Contour lines at an interval of not greater than twenty (20) feet as superimposed from the latest United States Geographical Survey quadrangle or from a field survey. A minimum of two contour lines are required to show direction and amount of slope.
- X. Location of all flood hazard areas as shown on the most recent Federal Insurance Administration Federal Emergency Management Agency (FEMA) mapping. In the absence of a FEMA delineated flood hazard area, the flood hazard area, at a minimum, shall include the land adjoining any watercourse, as defined by the Pennsylvania Department of Environmental Protection's Chapter 105 regulations and/or as shown on the most recent United States Geological Survey quadrangle map, or adjoining any ponds or lakes with a water surface area of one (1) acre or more, which is within fifty (50) feet of the banks thereof.
- Y. The location and extent of various soil types by Soil Conservation Service classification for each type, and locations of soil test pits and wells.
- Z. The location of any soil test pits and/or percolation tests. The logs of the test pit evaluations and the results of the percolation tests shall accompany the plan

- AA. The proposed areas for location of wells and subsurface sewage disposal fields when on-site disposal is proposed, or a designated isolation distance from the septic area where a well may not be located.
- BB. A key map for the purpose of locating the property being subdivided.
- CC. Approval/signature blocks for the Board of Supervisors
- DD. A title block on the lower right corner.

404.3 General Notes – The following general notes shall be on all Plans, if applicable:

- A. In the event the subdivision incorporates a private access street pursuant to Section 603.7, the following: “The improvement and maintenance of any private access street shall be the sole responsibility of those persons benefitting from the use thereof”.
- B. In the event of a “lot improvement” or “lot combination” proposal:
 1. “Lot / parcel ___ shall be joined to and become an inseparable part of lot / parcel ___ as recorded in Deed Book Volume ___, page ___ and cannot be subdivided, conveyed or sold separately or apart therefrom without prior Township approval.”
 2. “Henceforth the combined lot shall be known as Lot ___ R.” Note: The name or number or the new lot must be different from the name or number of either of the lots being combined. The letter “R” (standing for Revised) shall be included in the new name or number.
 3. “Approval is granted for recording purposes only.”
- C. “Highway occupancy permits are required for access to roads under the jurisdiction of the Pennsylvania Department of Transportation pursuant to the State Highway Law (P.L. 1242, No. 428, Section 420) and for access to road under the jurisdiction of Greene Township pursuant to Greene Township Ordinance No. 38, Road Encroachment.”
- D. In the case where wetlands are present, “The developer assumes full responsibility for obtaining any and all necessary permits and/or approvals, relating to the existence and designation of any wetlands on the within subdivision, as may be required by the United States Army Corps of Engineers, Pennsylvania Department of Environmental Protection, or any other state or federal agency having appropriate jurisdiction over wetlands. The developer represents and warrants that it has accurately and properly provided delineated the areas of wetlands on the within subdivision; that the developer will give a copy of same to any prospective purchaser(s), together with the name, address, and telephone number of the governmental agencies having jurisdiction over wetlands; and that it will advise any prospective purchaser(s) of the existence of wetlands, if any, on any lot proposed to be purchased. After conveyance or sale of any lands in said subdivision to any purchaser(s), the purchaser(s) shall assume and bear continuing responsibility for compliance with any and all governmental regulations regarding the use of wetlands. Any purchaser(s) of any lands set forth in the within subdivision agree to look solely to the developer and/or the appropriate governmental agency for compliance with any wetlands regulations or requirements”.

“The approval of this subdivision by the Township Supervisors shall not in any manner be construed to be or to constitute an approval of compliance by the developer with statutes or regulations promulgated by any state or federal agencies relating to wetlands existing on the

within subdivision. The Township shall have no liability or responsibility to the purchaser(s) or to any other regulations with respect to the within subdivision or any lands contained therein.”

- E. “Wells and sewage disposal systems shall be constructed in accord with the current standards of the Pennsylvania Department of Environmental Protection and Greene Township.”
- F. “Individual owners of lots must apply to the Township for a sewage permit and well permit prior to the construction of any on-lot sewage disposal system or well.”
- G. “In granting this approval the Township has not certified or guaranteed the feasibility of the installation of any type of well or sewage disposal system on any individual lot shown on this plan.”
- H. All required stormwater facilities shall be constructed in accordance with the approved stormwater plans and shall be maintained as required by deed, covenant, or land development agreement.

404.4 Supporting Documents and Information

- A. Four (4) copies of the required Planning Module(s) for Land Development along with the site investigation reports
- B. Typical cross-sections for any private access streets of a design adequate for anticipated traffic along with center-line profiles and vertical curve data

404.5 Additional Information – The Planning Commission and/or the Board of Supervisors shall require the developer to submit any other necessary information based on the specific characteristics of the proposed project.

404.6 Application Forms and Certifications – The Applicant shall complete and submit such application forms and certifications as prescribed by the Township for submittal with minor subdivision applications.

405 Lot Improvement Subdivision, Final Plan Requirements

Plans as required for Lot Improvement Subdivisions shall be prepared by a Professional Engineer and/or Registered Land Surveyor as applicable and required by State law; and shall be submitted pursuant to the following:

405.1 Drafting Standards

- A. Previously Recorded Plans – The proposed subdivision or re-subdivision of a parcel or parcels shown on a previously recorded plan shall be shown on a new plan which shall contain only information relative to the proposed subdivision. The prior recorded plan may be included as an insert on the proposed subdivision plan to show the history of the parcel.
- B. Plan Details
 1. The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet, 50 feet, 60 feet, 80 feet, 100 feet or 200 feet to the inch
 2. All dimensions shall be in feet and decimals to the nearest 100th; bearings shall be in degrees, minutes, and seconds
 3. The field survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet, and shall be balanced in accord with accepted surveying standards

4. The sheet size shall be no smaller than eight and one-half by eleven (8 ½ X 11) inches and no larger than twenty-four by thirty-six (24 X 36) inches

5. Plans shall be legible in every detail

405.2 Lot Improvement Plan Information

- A. Name of subdivision
- B. Name and address of owner of record (if a corporation give name of each officer)
- C. Name and address of Developer if different from landowner (if a corporation give name of each officer)
- D. Name, address, license number, seal and signature of the Qualified Professional responsible for the preparation of the subdivision plan
- E. Date, including the month, day and year that the Final Plan for the Lot Improvement completed and the month, day and year of each Plan revision along with a description of the revision
- F. The Deed Book Volume and page number reference of the latest source(s) of title to the land being sub-divided
- G. North arrow (true or magnetic)
- H. Graphic scale and written scale
- I. Lots numbered in consecutive order
- J. A plan of the area proposed to be sub-divided, including the tract boundaries, if appropriate, street lines and names, lot lines, rights-of-way or easements (existing and/or proposed, if any).
- K. Sufficient data, acceptable to the Township, to determine readily the location, bearing and length of every boundary, street or lot-line. The Board of Supervisors may waive the requirement for the survey of the parent parcel if the Applicant can provide evidence acceptable to the Township that an accurate parcel description is legally on record with the Pike County Recorder of Deeds. However, the newly combined parcels shall be shown on a map prepared and sealed by a Registered Land Surveyor.
- L. The area of each lot or parcel shall be shown within each lot or parcel.
- M. Reference monuments and/or lot markers shall be shown on the plan and shall be placed as required by this Ordinance.
- N. Approximate locations of existing buildings on the tract being sub-divided shall be shown to demonstrate compliance with setback requirements. If necessary, the Township may require exact building locations to determine conformance to required setbacks.
- O. The name and/or number and pavement width and right-of-way lines of all existing public streets and the name, location and width of all other roads within or abutting the property, if applicable
- P. Names of adjoining property owners.
- Q. Wells and approximate locations of sewage systems. If necessary, the Township may require exact locations of wells and sewage systems to determine conformance to required setbacks.
- R. A key map for the purpose of locating property.

S. Approval / signature blocks for the Board of Supervisors.

T. A title block on the lower right corner

U. The following notes completed as applicable:

1. "Lot / parcel ___ shall be joined to and become an inseparable part of lot / parcel ___ as recorded in Deed Book Volume ___, page ___ and cannot be subdivided, conveyed or sold separately or apart therefrom without prior Township approval."
2. "Henceforth the combined lot shall be known as Lot ___R." Note: The name or number of the new lot must be different from the name or number of either of the lots being combined. The letter "R" (standing for Revised) shall be included in the new name or number.
3. "Approval is granted for recording purposes only."

405.3 Additional Information

The Planning Commission and/or the Board of Supervisors shall request any other necessary information based on the specific characteristics of the proposed Lot Improvement Subdivision.

405.4 Application Forms and Certifications

The Applicant shall complete and submit such application forms and certifications as prescribed by the Township for submittal with Lot Improvement Subdivision applications.

406 Reserved

407 Plan Requirements for Minor Land Developments

Minor land development plans and applications shall contain all information required by the Township to determine compliance with this Ordinance and any other requirements. The plan requirements for minor subdivisions in section 404 of this Ordinance shall serve as the guide for the types of information that may be required. A survey of the parcel of property containing the proposed minor residential land development shall generally not be required; however, the Township shall have the right to require a survey by a Registered Surveyor in cases where circumstances dictate the need for the same to assure compliance with applicable requirements. The Township shall also have the right to apply any of the standards and requirements contained in this Ordinance.