

GREENE TOWNSHIP
PIKE COUNTY, PENNSYLVANIA

PRELIMINARY
MAJOR SUBDIVISION AND LAND DEVELOPMENT
STATUS LOG AND CHECKLIST

Development Name: _____ # of lots _____

Applicant/Owner: _____

Address/Telephone: _____

STATUS

Fee amount: \$ _____ Date fee paid: _____

Supplemental fee due: \$ _____ Date paid: _____

Plan Submission Verification (Sec. 303.1.2 & 303.1.4)

- _____ 11 - 12 copies of application form
- _____ 11 - 12 copies of preliminary plan
- _____ 6 copies DER Planning Modules
- _____ 5 copies of the following (Sec. 402.3):
 - _____ road cross sections
 - _____ road profiles
 - _____ deed covenants and restrictions
 - _____ existing & proposed dedications/reservations
 - _____ latest deed of record
 - _____ water supply information
 - _____ sewage disposal information
 - _____ required environmental permits
 - _____ erosion and sedimentation control plan
 - _____ stormwater management plan
 - _____ preliminary bridge or stream crossing designs
 - _____ proposed zoning variance or subdivision waivers
 - _____ utility right-of-way restrictions

Date of Submission Verification

Secretary

Official date of submission
(Sec. 303.1.5)

Chairman

Submission deficiency date
(see attached details)

Chairman

Date submitted to County Planning Commission

Date County Planning Commission comments received

Date submitted to DER

Date of DER planning approval

Date submitted to Conservation District

Date of Conservation District approval

Date of optional Planning Commission public hearing

Ninety day deadline date

Deadline date for extensions granted for action

Date of Planning Commission recommendation to Board of
Supervisors

approval

approval with conditions (attach list of conditions)

denial (attach list of specific Ordinance sections)

Date of optional Board of Supervisors hearing

Date of Board of Supervisors action

approval

approval with conditions (attach list of conditions)

denial (attach list of specific Ordinance sections)

Date of notification to applicant

verbal notification of approval at meeting

written approval with conditions

written denial, certified mail

CHECKLIST

_____ Drafting Standards (Sec.402.1)

DOCUMENTS REQUIRED - Section 303.1.2

- _____ A. completed application form
- _____ B. subdivision plan
- _____ C. zoning compliance report
- _____ D. sewage planning modules with site investigation reports

DOCUMENTS REQUIRED - Section 402.3

- _____ A. typical road cross sections
- _____ B. road profiles
- _____ C. covenants and restrictions
- _____ D. proposed offers of dedication/reservation
- _____ E. existing documents of dedication/reservation
- _____ F. deed of record
- _____ G. water supply information and preliminary design
- _____ H. sewage disposal information and preliminary design
- _____ I. required environmental permits
- _____ J. soil erosion and sedimentation control plan
- _____ K. drainage/stormwater plan
- _____ L. preliminary bridge designs
- _____ M. proposed subdivision/zoning, waivers/variances
- _____ N. utility right-of-way restrictions on parcel

PRELIMINARY PLAN INFORMATION - Section 402.2

- _____ A. Name of project.
- _____ B. Name and address of the owner of record and deed book and page.
- _____ C. Name and address of developer if different from land owner.
- _____ D. Name, address, license number, seal and signature of the Registered Professional Engineer or the Registered Professional Land Surveyor.
- _____ E. Date the Preliminary Plan was completed and for each Plan revision along with a description of the revision.
- _____ F. A key map.
- _____ G. North arrow (true or magnetic).
- _____ H. Graphic scale and written scale.
- _____ I. Adjoining property owners and current tax map number.
- _____ J. Proposed and existing street and lot layout on immediately adjacent tracts.

- K. Existing man-made or natural features:
 - Water courses, ponds and lakes, with name of each.
 - Rock outcrops and stone fields.
 - Buildings and other structures.
 - Approximate location of tree masses.
 - Utilities, wells and sewage systems.
 - Location and description of any certified historic site or structure and cemeteries.
 - Location and size of culverts with the direction of water flow.
 - Wetlands.
 - All other significant man-made or natural features.
- L. Permanent and seasonal high water table areas and flood zones.
- M. Soil types by SCS classification and the location of soil test pits and percolation test locations.
- 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 wells and subsurface sewage disposal fields and other utilities.
- Q. Contour lines.
- R. The full plan including:
 - 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.
 - Proposed street names.
 - Building setback lines.
 - Lot lines with dimensions.
 - Lot and/or parcel sizes.
 - Lot numbers.
 - A statement of number of lots and/or parcels.
 - A statement of the intended use of all non-residential lots and/or parcels.
 - A statement of the total acreage in the proposed subdivision and/or development.
 - County tax assessment property number.
 - Any and all other significant information.
- S. A title block on the lower right.
- T. Signature blocks
- U. In the case of land developments, the location and configuration of project buildings, parking areas, streets, access drives, driveways and all other planned facilities.

