



# SOUTH MIDDLETON TOWNSHIP

## Application for Subdivision and/or Land Development Review

Plan Name and Title \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_  
street number and name city zip

Applicant's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_  
street number and name city zip

Surveyor or Engineer \_\_\_\_\_

Address \_\_\_\_\_  
street number and name city zip

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Fax no. \_\_\_\_\_ Phone no. \_\_\_\_\_

Site/Property Location \_\_\_\_\_

Tax Parcel No. \_\_\_\_\_ Zoning District \_\_\_\_\_

Total acreage \_\_\_\_\_ No. of Lots or Units \_\_\_\_\_

Public water ( ) yes ( ) no Public sewer ( ) yes ( ) no

Applicant's signature \_\_\_\_\_ Title \_\_\_\_\_

Provide a general description of the project including the proposed use:

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(attach extra sheet, if necessary)

PLAN SUBMISSION:

1. The Planning Commission is scheduled to meet on the third Tuesday of each month at 7:00 p.m.
2. Application shall be accompanied by the specific number of plans and supporting documents as required by the ordinance.
3. Plans and application must be received by the township prior to closing time (4:00 p.m.) on the 25<sup>th</sup> day of the month preceding the Planning Commission meeting.
4. Application must be accompanied by two checks made payable to South Middleton Township. One for application and recording fees and one for review fees (escrow) as per resolutions.
5. Plans and application received late will be held over for the next regularly scheduled monthly meeting.
6. Applicant is responsible for submitting plans and supporting documents directly to all other reviewing agencies and/or individuals.

Distribution of Plan

Date Sent	Reply Received	
_____	_____	Township Solicitor
_____	_____	Municipal Authority
_____	_____	Cumberland/Tri-County Planning Commission
_____	_____	Soil Conservation District
_____	_____	Pa. Department of Transportation
_____	_____	Public Utility Company
_____	_____	Other _____

7. Any revisions to a submitted plan shall be distributed by the applicant in the same manner as a new submission.
8. Applicant is hereby advised that applicable fees are due to Cumberland County Planning Commission and the Letort Regional Authority (if applicable) for review.
9. Any application submitted that does not include the following list of required supporting documentation shall be considered incomplete and will be returned to the Applicant.

Submission Check List

- \_\_\_\_\_ Application and Escrow Fees
- \_\_\_\_\_ Grading Plans
- \_\_\_\_\_ Stormwater Management Plans
- \_\_\_\_\_ DEP Planning Module
- \_\_\_\_\_ Soil Erosion, Sedimentation Control Plan
- \_\_\_\_\_ Landscaping Plan (when required)
- \_\_\_\_\_ Environmental Impact Report (when required)
- \_\_\_\_\_ Traffic Impact Study (when required)
- \_\_\_\_\_ Letort Regional Authority Report (when applicable)

08/29/2001

**SUBDIVISION/LAND DEVELOPMENT PLAN PROCESSING FEES**

Project Name: \_\_\_\_\_ File No: \_\_\_\_\_  
Date: \_\_\_\_\_

The following is a breakdown of applicable review and processing fees assessable for each plan submitted as provided for under Township Resolutions as amended.

1. Application Fees

- a. Subdivision Plan:  
 Minor     Preliminary     Final  
Fee..... \$ \_\_\_\_\_
  
- b. Land Development Plan:  
 Minor     Preliminary     Final  
Fee..... \$ \_\_\_\_\_
  
- c. Planned Residential Development:  
 Tentative     Final  
Fee..... \$ \_\_\_\_\_

2. Recording Fee..... \$ \_\_\_\_\_

Total Fees..... \$ \_\_\_\_\_

3. Traffic Impact Study (Actual Cost)..... \$ \_\_\_\_\_

4. Environmental Impact Assessment (Actual Cost)..... \$ \_\_\_\_\_

5. Professional Consultation Fees (Escrow)

- a. Solicitor Legal Review..... \$ \_\_\_\_\_
  
- b. Engineer Review..... \$ \_\_\_\_\_
  
- c. Zoning Officer Review..... \$ \_\_\_\_\_
  
- d. SEO Planning Module ..... \$ \_\_\_\_\_

Total Escrow Fees..... \$ \_\_\_\_\_

**NOTE: ALL FEES ARE DUE UPON SUBMISSION OF PLANS. ESCROW FEES SHALL BE PAID BY SEPARATE CHECK FOR ACCOUNTING PURPOSES.**

Comments: \_\_\_\_\_

**SOUTH MIDDLETON TOWNSHIP  
SUBDIVISION AND LAND DEVELOPMENT PLAN  
PRELIMINARY PLAN COMPLETENESS CHECKLIST**

Item	Required	Submitted	Modification Requested
1. Application Form Properly Completed	Yes		
2. Application Fee	Yes		
3. Escrow Fee	Yes		
4. Ten Copies of Plan	Yes		
5. Certificate of Public Convenience from the Pennsylvania Public Utility Commission	(1)		
6. Planning Module for Land Development	Yes		
7. Storm Water Management Plan	Yes		
8. Erosion And Sedimentation Control Plan	(2)		
9. Statement From The Municipal Authority Regarding Service	(3)		
10. Grading Plan	Yes		
11. Landscaping Plan	Yes		
12. Environmental Impact Assessment Report	(4)		
13. Traffic Impact Study	(5)		
14. Letort Regional Authority Report	(6)		

- (1) If water and/or sewer service is to be supplied by means other than on-site wells and septic systems maintained and operated by individual lot owners, this is required. An example would be a private water company.
- (2) All minor and major subdivisions and land developments where the land disturbance exceeds 5,000 square feet.
- (3) If the Plans propose extension of water or sewerage service to the project by a Municipal Authority, a statement from the applicable Authority or jurisdiction regarding the adequacy of such extension is required.
- (4) Required if:
- o a proposed land development and/or subdivision of land which consists of twenty-five (25) or more dwelling units; or,
  - o if a non-residential land development in excess of three (3) acres of land that is disturbed including land that is cleared, paved, improved or otherwise substantially changed from its natural state; or,
  - o if a proposed subdivision or and development, or any portion thereof, s located in the Woodland Conservation Zoning District, floodplain or flood prone area, A-H Airport Hazard Zoning District, the LeTort Spring Run Scenic River Corridor, the Yellow Breeches Creek Scenic River Corridor, or within 500 feet from the centerline of Mountain Creek.
- (5) Required for subdivisions and land developments which meet the following criteria:
- o Residential - Involving 25 or more dwelling units.
  - o Commercial - Involving 25,000 or more feet of gross floor space.
  - o Industrial - Involving 50,000 or more square feet of gross floor space.
- (6) Required for all land development and/or subdivision projects in the Letort Spring Run watershed.