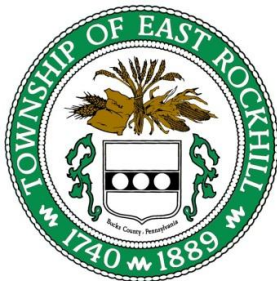


EAST ROCKHILL TOWNSHIP

1622 N. Ridge Road
Perkasie, PA 18944



Phone: 215-257-9156
Fax: 215-257-1299
Web: EastRockhillTownship.org
Email: Manager@EastRockhillTownship.org

SUBDIVISION/ LAND DEVELOPMENT APPLICATION PROCEDURES and CHECKLIST

Applications are to be submitted in person to East Rockhill Township. Deadline submission is the 3rd Monday of the month at 12 Noon. When the 3rd Monday is an observed holiday the submission must be received by 8:00 AM the following business day. Only complete application submissions will be eligible to be discussed at the next month's Planning Commission meeting.

The applicant is responsible for delivering all required materials to all other review agencies (i.e., Bucks County Planning Commission, Bucks County Conservation District, PennDOT, etc.) and following Code of Ordinances Chapter 22 submission requirements.

Checklist for Submissions:

Major Subdivision / Land Development Preliminary or Minor Subdivision / Lot Line Adjustment Preliminary / Final Submission must include:

- _____ 1 original and 1 copy of the complete Subdivision and Land Development Application (all 5 pages) fully executed with all necessary signatures
- _____ 1 check for required fees per Fee Schedule
- _____ 1 check for required escrow per Fee Schedule
- _____ 1 original Contract for Professional Services Agreement, signed by the applicant/owner
- _____ 2 legible copies of the current deed(s) and/or contract for purchase
- _____ 2 copies of adjacent property owner notification letter; list of notified landowners; proof of mailing form from the U.S. Postal Service (certified) within five days after submission
- _____ 2 copies of Bucks County Planning Commission Application
- _____ 2 copies of previous zoning decision, if applicable
- _____ 2 copies of the Stormwater Management Report
- _____ 2 copies of the Erosion Control Plan and Report
- _____ 3 copies of the Traffic study, where applicable
- _____ 2 copies of the Act 537 Planning Module as required by Chapter 71, PA Sewage Facilities Act
- _____ 2 copies of the Water Resources Impact Study, where applicable
- _____ 2 copies of the Well Report, where applicable
- _____ 2 copies of the Wetland Delineation, where applicable
- _____ 3 copies of plan set in 2 x 3 format, folded
- _____ 7 copies of master plan page in 2 x 3 format, folded
- _____ 2 digital copies of all documents, including plans and all reports (pdf)
- _____ 2 copies listing all waivers requested which are required as part of submission where applicable

Revised Submissions must include:

- _____ 1 copy of the Subdivision and Land Development Application checklist
- _____ 1 check replenishing escrow to original amount (check with the Finance Dept. prior to submission)
- _____ 2 copies of plan set in 2 x 3 format, folded
- _____ 7 copies of master plan page in 2 x 3 format, folded
- _____ 2 digital copies of all documents, including plans and all reports (pdf)
- _____ 2 copies listing all waivers requested which are required as part of submission where applicable

Final Submission must include:

- _____ 1 copy of the Subdivision and Land Development Application checklist
- _____ 1 check for required fees per Fee Schedule
- _____ 1 check replenishing escrow to original amount (check with the Finance Dept. prior to submission)
- _____ 3 copies of plan set in 2 x 3 format, folded
- _____ 7 copies of master plan page in 2 x 3 format, folded
- _____ 2 digital copies of all documents, including plans and all reports (pdf)

Sketch Plan Submission must include:

- _____ 1 original and 1 copy of the complete Subdivision and Land Development Application (all 5 pages) fully executed with all necessary signatures
- _____ 1 check for required fees per Fee Schedule
- _____ 1 check for required escrow per Fee Schedule
- _____ 1 original Contract for Professional Services Agreement, signed by the applicant/owner
- _____ 2 legible copies of the current deed(s) and/or contract for purchase
- _____ 2 copies of Bucks County Planning Commission Application, if applicable
- _____ 2 copies of previous zoning decision, if applicable
- _____ 2 copies of plan set in 2 x 3 format, folded
- _____ 7 copies of master plan page in 2 x 3 format, folded
- _____ 2 digital copies of all documents, including plans and all reports (pdf)
- _____ 2 copies listing all waivers requested which are required as part of submission where applicable

Waiver of Land Development Submission must include:

- _____ 1 original and 1 copy of the complete Subdivision and Land Development Application (all 5 pages) fully executed with all necessary signatures
- _____ 1 check for required fees per Fee Schedule
- _____ 1 check for required escrow per Fee Schedule
- _____ 1 original Contract for Professional Services Agreement, signed by the applicant/owner
- _____ 2 copies of adjacent property owner notification letter; list of notified landowners; proof of mailing form from the U.S. Postal Service (certified) within five days after submission
- _____ 2 legible copies of the current deed(s) and/or contract for purchase
- _____ 2 copies of previous zoning decision, if applicable
- _____ 2 copies of plan set in 2 x 3 format, folded
- _____ 7 copies of master plan page in 2 x 3 format, folded
- _____ 2 digital copies of all documents, including plans and all reports (pdf)

EAST ROCKHILL TOWNSHIP

1622 North Ridge Road, Perkasie, Pennsylvania 18944
 Phone: 215-257-9156 • Email: Manager@EastRockhillTownship.org
 Website: EastRockhillTownship.org



SUBDIVISION/ LAND DEVELOPMENT APPLICATION

Name of Subdivision or Land Development: _____ <small>To be the name for the Duration of the Project</small>		Primary Contact (Check One)
Site Address: _____ Zoning District _____		
Tax Map Parcel(s): _____ Total Acreage: _____		
Owner of Record	Name	<input type="checkbox"/>
	Address	
	Phone	
Applicant	Name	<input type="checkbox"/>
	Address	
	Phone	
Agent or Attorney	Name	<input type="checkbox"/>
	Address	
	Phone	
Engineer or Surveyor	Name	<input type="checkbox"/>
	Address	
	Phone	

Type of Submission check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Land Development | <input type="checkbox"/> Sketch Plan |
| <input type="checkbox"/> Lot Line Change | <input type="checkbox"/> Preliminary Plan |
| <input type="checkbox"/> Major Subdivision | <input type="checkbox"/> Final Plan |
| <input type="checkbox"/> Minor Subdivision | |

TOWNSHIP USE ONLY	
Date & Time Rec.: _____	
Submitted in Person? _____	
App. Fee Paid: \$ _____	Chk No. _____
Escrow Paid: \$ _____	Chk No. _____

Type of Development Planned:

Single Family Multi-Family Commercial Industrial Other _____

Total Area to be developed or subdivided: _____ Acres

No. of Existing Lots/Dwelling Units: _____

No. of Proposed Lots/Dwelling Units: _____

Proposed New Building Area: _____ Square Feet

Proposed Use: _____

Proposed Density: _____ Units per Acre

Water Supply Proposed: Public Individual on-site

Sanitary Sewer Disposal Proposed: Public Individual on-site

Extension of Time Waiver Agreement (Optional)

I (we) submitted for official filing the above preliminary and/or final plan of subdivision or land development. I am authorized by the applicant to grant this waiver. Please be advised that notwithstanding any contrary provision of the Pennsylvania Municipalities Planning Code or the East Rockhill Township Subdivision and Land Development Ordinance, this letter will serve as notice to East Rockhill Township that the requirement that action be taken on this application proposed within ninety (90) days, is hereby waived, without limitation as to time.

This waiver is granted to permit the Applicant and Township to make such adjustments or revisions to the plans as may be required during the plan review process. Also, you are hereby assured I (we) will give East Rockhill Township thirty (30) days prior notice if I (we) should determine that limiting the time of the review process becomes necessary.

Authorized Signature

Date

I hereby certify that I am familiar with submission requirements of the East Rockhill Township Subdivision and Land Development Ordinance and, to the best of my knowledge and belief, the application/plan(s) conform to submission requirements.

Signature of Owner of Record

Date

Signature of Applicant/Agent

Date

Notice to Applicant: No application shall be accepted unless the plans have been prepared by a registered engineer or surveyor and all required fees and escrow amounts have been paid to the Township.

Any and all outstanding bills must be paid to the Township upon receipt. Record Plans and Development Agreements will not be signed by the Board of Supervisors and recorded unless your account balance at the Township is paid in full and your escrow account is current in accordance with the Professional Services Agreement.

Request for Modification

Pursuant to Section 512.1 of the Pennsylvania Municipalities Planning Code, and Section 22-938 of the East Rockhill Township Subdivision/Land Development Ordinance, all requests for modification/waiver of the Subdivision/Land Development Ordinance requirements shall be submitted in writing with the application for development. The request shall state in full the grounds and facts of unreasonableness or hardship upon which the request is based, the provision or provisions of the Ordinance involved, and the minimum modification necessary.

Check the appropriate block:

No Modification or Waiver of Subdivision and Land Development Ordinance is requested.

I/We hereby request the modification(s) waivers to of the Subdivision and Land Development Ordinance. (Request must identify the applicable Section(s) of the Ordinance; modification requested, and facts of unreasonableness or hardship upon which the request is made. Waivers must be submitted as a separate document).

Authorized Signature

Date