

**ARTICLE IV  
PLAN REQUIREMENTS**

**400 Applications**

Applications for subdivision and/or land development plans shall be submitted in the manner and form prescribed by the Planning Commission. The application shall contain and be supplemented with such information as may be required by the Planning Commission and/or the Planning Department as authorized by this Ordinance. All other local, state and federal permits and approvals shall be obtained by the Applicant or shall be made a condition of approval by the Commission or Planning Department.

If approved by the Commission or Planning Department (as authorized), an application shall be binding on the Applicant and shall serve as a legal commitment and offer by the Applicant to fully implement, in all particulars, all plans and provisions contained in the application or any application supplements, as well as with all other local, state and federal laws applicable to the project.

**401 Sketch Plan Information** (See §302)

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 landowner and/or land developer. (if corporation give name of officers.)
  - C. Location map.
  - D. North arrow.
  - E. Plan scale.
  - F. Date Sketch Plan was completed.
  - G. Names of adjacent property owners, including those across adjacent roads.
  - H. Existing constructed and/or natural features:
    - 1. Water courses, lakes and wetlands as shown on the National Wetlands Inventory maps.
    - 2. Buildings and structures.
    - 3. Utility lines, wells and sewage system(s).
    - 4. Historic and archeological features.
    - 5. Any and all other significant features.
  - I. Location of 100-year flood zones as shown on FEMA mapping.
  - J. Tract boundaries.
  - K. General street and lot layout.
  - L. Location and type of rights-of-way or other restrictive covenants that might affect the subdivision and/or development.
  - M. The following site data shall be labeled on the plan:
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1. Total acreage of the subdivision and/or development.
2. Total number of lots proposed.
3. Total lineal feet of new roads.
4. Zoning district of the subdivision and/or development.
5. Any and all other significant information.

N. A statement of the type of water supply and sewage disposal proposed.

**402 Preliminary Plan Requirements for Major Subdivisions** (see §406 for Land Developments)  
Preliminary Plans shall be prepared by a Qualified Professional (see definition in Article II) as applicable and required by State law. Preliminary Plans shall be submitted pursuant to the following:

**402.1 Drafting Standards**

- A. The plan shall be clearly and legibly drawn using a standard engineering scale.
- B. 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 dimensions in feet for lot lines.
- C. The survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet.
- D. 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.
- E. Plans shall be legible in every detail and of such quality as required by the County Recorder's Office to make a permanent record of the plan.

**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 (see definition in Article II) responsible for the preparation of the 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, zoning districts, water courses and any area subject to flooding.
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- 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 for 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 constructed or natural features including but not limited to the following:
    - 1. Water courses, ponds and lakes, with name of each, if any.
    - 2. Buildings and other structures.
    - 3. Utilities, wells and sewage systems.
    - 4. Location and description of any certified historic site or structure.
    - 5. Location and size of culverts with the direction of water flow.
    - 6. Wetlands as shown on the National Wetlands Inventory maps.
    - 7. All other significant constructed 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 zones as shown on the most recent FIA/FEMA mapping.
  - M. Location and extent of various soil types 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 by metes and bounds, width and purpose of any proposed rights-of-way or other easements.
  - P. Proposed areas for location of wells and subsurface sewage disposal fields when on site disposal is proposed, and other utilities.
  - Q. Contour lines, at an interval of not more than five (5) feet. Contour lines at a closer intervals may be required if more detail is deemed necessary in cases of steep slopes or other site characteristic requirements. In cases where no new streets are proposed, the Commission shall allow a greater interval.
  - R. The full plan of the proposed subdivision, including:
    - 1. Location by metes and bounds and widths of all streets, suggested types, and all rights-of-way with a statement of any conditions governing their use.
    - 2. Proposed street names.
    - 3. Building setback lines, shown on the lots or specified by a note on the map.
    - 4. Lot lines with dimensions.
    - 5. Lot and/or parcel sizes.
    - 6. Lot numbers according to the sequence beginning with the parent tract as of May 15, 1972.
    - 7. A statement of number of lots and/or parcels.
    - 8. A statement of the intended use of all non-residential lots and/or parcels.
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9. A statement of the total acreage in the proposed development.
  10. County tax assessment property number.
  11. Any and all other significant information.
- S. Zoning data, including all of the following, when applicable:
1. Zoning district designations, bulk and density standards.
  2. Zoning district boundary lines crossing the proposed development.
  3. Zoning district boundary lines within one thousand (1000) feet of the proposed development, shown on location map.
- T. A title block shall be included on the lower right corner of all Preliminary Plans.
- U. Reserved.
- V. In the case of land developments, the location, size, dimensions and configuration of project buildings, parking areas, streets, access drives, driveways and all other planned facilities.

**402.3 Supporting Documents and Information**

The following supporting documents, plans and information shall be submitted with Preliminary Plans for all major subdivisions:

- A. Typical street cross-section drawings for all proposed streets showing the following:
1. Typical cut sections.
  2. Typical fill sections.
  3. Superelevated sections.
  4. Typical parallel drainage.
- B. Approximate profiles along the top of the cartway center-line, or as otherwise required 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. Proof of legal interest in the property and latest deed of record.
- G. Water Supply Information - In the case of community systems:
1. A statement from a Professional Engineer of the type and adequacy of any community water supply system proposed to serve the project.
  2. Preliminary layout of any community water supply system.
  3. Publicly owned community 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 community system - A statement setting forth the proposed ownership of the
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system and responsibility for operation and maintenance.

5. A copy of any application for any permit, license or certificate required by DEP or the PA Public Utility Commission for the construction and operation of any proposed community water supply system. Preliminary plan approval shall be conditioned on the issuance of said permits by PA DEP and/or PA PUC.

H. Sewage Disposal Information

1. Approval by the Pennsylvania Department of Environmental Protection and/or the local municipality or sewer authority for all proposed sewage disposal facilities along with any required sewage facilities planning module(s) for land development and other required sewage planning documents as required by the PA Sewage Facilities Act and PA DEP.
  2. Private sewage treatment plants and community on-lot systems - A preliminary layout of the system and a statement setting forth the proposed ownership of the system and responsibility for operation and maintenance.
- I. A list of any public utility, environmental or other permits required and if none are required a statement to that effect. The Planning Commission may require a Professional Engineer's certification of such list.
- J. Documentation of an approved erosion and sedimentation control plan and/or any required environmental permit.
- K. Drainage/stormwater management plan meeting the requirements of this ordinance and any Stormwater Management Ordinance adopted by the County or municipality.
- L. Preliminary bridge designs and a statement by the applicants engineer regarding any approvals required by the state or federal government.
- M. A statement indicating any existing or proposed zoning variances or subdivision waivers/modifications.
- N. Highway occupancy permits.
- O. A plan for the ownership of and maintenance of all improvements and common areas as required by §506 and §507 of this Ordinance.

402.4 Additional Information

The Planning Commission shall require 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 Planning Commission for submission with Preliminary Plan applications.

**403 Final Plan Requirements for Major Subdivisions** (See §406 for Land Developments.)

Final Plans shall be prepared by a Qualified Professional (see definition in Article II) as applicable and required by State law. Final Plans shall be submitted pursuant to the following:

403.1 Final Plan Information

The Final Plan shall contain the following information:

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- 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 (see definition in Article II) 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, zoning districts, water courses 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 for 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 constructed or natural features including but not limited to the following:
    - 1. Water courses, ponds and lakes, with name of each, if any.
    - 2. Buildings and other structures.
    - 3. Utility lines, wells and sewage systems.
    - 4. Location and description of any certified historic site or structure, and stone walls.
    - 5. Location and size of culverts with the direction of water flow.
    - 6. Wetlands as shown on the National Wetlands Inventory maps.
    - 7. All other significant constructed 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 zones as shown on most recent FIA/FEMA mapping.
  - M. Reserved
  - N. Location, width and purpose of any existing rights-of-way or other easements.
  - O. Location by metes and bounds, 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.
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- Q. Contour lines at an interval of not more than five (5) feet. Contour lines at a closer intervals may be required if more detail is deemed necessary in cases of steep slopes or other site characteristic requirements. In cases where no new streets are proposed, the Commission shall allow a greater interval. 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, unless the boundary survey is waived in accord with §309.
- 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 and right-of-way lines 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 the 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 to the nearest 1/100th of square feet or acres.
  9. Location and type of permanent monuments and markers which have been found or 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.
  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. Susquehanna County tax map number.
- U. Zoning data, including all of the following, when applicable:
1. Zoning district designations, bulk and density standards.
  2. Zoning district boundary lines crossing the proposed subdivision and/or development.
  3. Zoning district boundary lines within one thousand (1,000) feet of the proposed subdivision and/or development. (Show on location map.)
- 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 easements for clear sight triangles.
  3. Corner lot driveway locations.
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4. Utility and drainage easements including ownership and maintenance responsibility.
5. If applicable, "All lots shown on this plan are subject to the rules and regulation contained in the insert name of local municipality zoning ordinance."
6. "Wells and sewage disposal systems shall be constructed in accord with the current standards of the Pennsylvania Department of Environmental Protection and insert name of local municipality."
7. "Individual owners of lots must apply to insert name of local municipality for a sewage permit prior to the construction of any on-lot sewage disposal system".
8. "In granting this approval the Planning Commission 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. Signature block for the Planning Commission.

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 insert name of local municipality by the Developer, the Developer's heirs, successors or assigns, unless such roads and/or streets comply with all current requirements of the insert name of local municipality Road Dedication Ordinance or any amendment thereto."
  2. In the event the subdivision incorporates a private access drive as defined in this Ordinance, the following --- "The improvement and maintenance of any private access drive shall be the sole responsibility of those persons benefiting from the use thereof".
  3. "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, §420) and for access to roads under the jurisdiction of insert name of local municipality pursuant to insert name of local municipality Road Encroachment Ordinance."
  4. In the event of a "Add-on/Addition" proposal --- "By the recording of this deed, the Grantees agree and acknowledge that the lands herein conveyed and the lands presently owned by the Grantees herein as set forth in Susquehanna County Deed Book \_\_\_ Page \_\_\_ shall be considered one parcel for subdivision purposes. That is to say, the parcel herein conveyed shall not be conveyed as a separate parcel from other lands of the Grantees herein without approval by the Susquehanna County Planning Commission."
  5. In the case where wetlands are present or if otherwise required by the Planning Commission --- "The Developer and/or the lot purchaser(s) assumes full responsibility for obtaining any local, state, and federal permits and/or approvals, relating to wetlands. This approval by the Planning Commission shall not in any manner be construed to be an approval of compliance with statutes or regulations relating to wetlands. The Planning Commission shall have no liability or responsibility for the same to the Developer or purchaser(s)."
  6. When on-site subsurface sewage disposal is proposed --- "This approval in no way certifies or guarantees the suitability of any lot for the installation of a subsurface sewage disposal system. The DEP planning conducted as part of the subdivision plan approval process is for general suitability only; and a sewage permit will be required prior to the issuance of any building permit."
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- 7. In cases where the requirement for sewage planning is waived by the local municipality --- "The lot(s) shown on this plan have not been approved for any type of sewage disposal, based upon the representation by the developer that the lot(s) will be used for the purposes other than a dwelling, commercial establishment, or any use which generates wastewater. The development of the lot(s) for any such purpose shall require a sewage permit and zoning approval by the local municipality.
  
- Z. In the case of land developments, the location, size, dimensions and configuration of project buildings, parking compounds, streets, access drives, driveways and all other planned facilities.

**403.2 Supporting Documents and Information**

The following supporting documents and information shall be certified by a Qualified Professional and shall submitted with the Final Plan for major subdivisions:

- 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 superelevated 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. Proof of legal interest in the property, and the latest deed of record.
  
  - F. Water Supply and Sewage Disposal Information
    - 1. Final plan of any community water supply and/or sewage disposal system showing all pertinent details.
    - 2. All other documentation required demonstrating compliance with §607 of this Ordinance.
  
  - G. All required state or federal environmental permits.
  
  - H. Highway occupancy permits.
  
  - I. Soil erosion and sedimentation control plan approved by the Susquehanna County Conservation District, if required.
  
  - J. Final drainage/stormwater management plan.
  
  - K. Final bridge designs and required local, state or federal approvals.
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- L. A statement setting forth any zoning variances or subdivision waivers/modifications obtained.
- M. 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. Submitting a copy of the recorded agreement may also satisfy this requirement.
- N. Improvements construction documentation required by Article V.

**403.3 Additional Information**

The Planning Commission shall request any other necessary information based on the specific characteristics of the proposed project.

**403.4 Application Forms and Certifications**

The applicant shall complete and submit such application forms and certifications as prescribed by the Planning Commission for submission with Final Plan applications.

**403.5 Maintenance of Development Improvements**

The Developer shall provide a proposed plan for the succession of ownership and continued operation and maintenance of all development improvements, amenities and common use or open space areas in accord with Article V. The Planning Commission shall determine the adequacy of the plan and shall require any additional assurance to provide for proper operation and maintenance.

**403.6 Information on Record Plan**

For the purposes of clarity, the Planning Commission may require that the information included on the record plan be limited to the minimum necessary to legally effect the subdivision and/or land development shown on the plan. Information to be excluded from the plan may include contours, soils and other similar information, as determined by the Planning Commission.

**404 Minor Subdivisions, Final Plan Requirements**

Plans for minor subdivision shall be prepared by a Qualified Professional (see definition in Article II) as applicable and required by State law; and shall be submitted pursuant to the following:

**404.1 Drafting Standards**

- A. The plan shall be clearly and legibly drawn using a standard engineering scale.
  - B. 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 dimensions in feet for lot lines.
  - C. The survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet.
  - D. 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.
  - E. Plans shall be legible in every detail and of such quality as required by the County Recorder's Office to make a permanent record of the plan.
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**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 landowner (if a corporation give name of each officer).
  - D. Name, address, license number, seal and signature of the Qualified Professional (see definition in Article II) 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. Lot numbers according to the sequence beginning with the parent tract as of May 15, 1972.
  - 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 Planning Commission, 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. All bearings shall be shown to the nearest one second of the arc.
  - L. The area of each lot or parcel shall be shown within each lot or parcel, the area of each shown in the nearest 1/100th of an acre or square feet.
  - 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. Building setback lines, shown on the lots or specified by a note on the map
  - P. The name and/or number and pavement width and right-of-way lines of all existing public streets and the name, location and pavement width and right-of-way lines 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, approximate location of existing tree masses and other significant features, constructed or natural including utilities, wells and sewage systems.
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- S. Wetlands in accord with §612.
- T. A clear sight triangle shall be clearly shown for all street intersections.
- U. Site data including total acreage, number of lots, existing zoning district and tax map number.
- V. Contour lines at an interval of not greater than twenty (20) feet as superimposed from the latest U.S.G.S. quadrangle or from a field survey. A minimum of two contour lines is required to show direction and amount of slope.
- W. Location of all flood hazard areas as shown on the most recent FIA/FEMA mapping.
- X. The location and extent of various soil types by SCS classification for each type.
- Y. 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.
- Z. Any existing or proposed areas of wells and subsurface sewage disposal fields when on-site disposal is proposed.
- AA. A key map for the purpose of locating the property being subdivided.
- BB. Signature block for the Planning Commission
- CC. A title block on the lower right corner.
- DD. 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 easements for clear sight triangles.
  - 3. Corner lot driveway locations.
  - 4. Utility and drainage easements including ownership and maintenance responsibility.
  - 5. If applicable, "All lots shown on this plan are subject to the rules and regulation contained in the insert name of local municipality zoning ordinance."
  - 6. "Wells and sewage disposal systems shall be constructed in accord with the current standards of the Pennsylvania Department of Environmental Protection and insert name of local municipality."
  - 7. "Individual owners of lots must apply to insert name of local municipality for a sewage permit prior to the construction of any on-lot sewage disposal system".
  - 8. "In granting this approval the Planning Commission 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."

**404.3 General Notes**

The following general notes shall be on all Final Plans, if applicable:

- A. In the event the subdivision incorporates a private access drive as defined in this Ordinance, the following --- "The improvement and maintenance of any private access drive shall be the sole responsibility of those persons benefiting from the use thereof".
  - B. In the event of a "Add-on/Addition" proposal --- "By the recording of this deed, the Grantees agree and acknowledge that the lands herein conveyed and the lands presently owned by the Grantees
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herein as set forth in Susquehanna County Deed Book \_\_\_\_ Page \_\_\_\_ shall be considered one parcel for subdivision purposes. That is to say, the parcel herein conveyed shall not be conveyed as a separate parcel from other lands of the Grantees herein without approval by the Susquehanna County Planning Commission."

- 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, §420) and for access to roads under the jurisdiction of insert name of local municipality pursuant to insert name of local municipality Road Encroachment Ordinance."
- D. In the case where wetlands are present or if otherwise required by the Planning Commission --- "The Developer and/or the lot purchaser(s) assumes full responsibility for obtaining any local, state, and federal permits and/or approvals, relating to wetlands. This approval by the Planning Commission shall not in any manner be construed to be an approval of compliance with statutes or regulations relating to wetlands. The Planning Commission shall have no liability or responsibility for same to the Developer or purchaser(s)."
- E. When on-site subsurface sewage disposal is proposed --- "This approval in no way certifies or guarantees the suitability of any lot for the installation of a subsurface sewage disposal system. The DEP planning conducted as part of the subdivision plan approval process is for general suitability only; and a sewage permit will be required prior to the issuance of any building permit."
- F. In cases where the requirement for sewage planning is waived by the Planning Commission --- "The lot(s) shown on this plan have not been approved for any type of sewage disposal, based upon the representation by the developer that the lot(s) will be used for the purposes other than a dwelling, commercial establishment, or any use which generates wastewater. The development of the lot(s) for any such purpose shall require a sewage permit and zoning approval by insert name of local municipality."

404.4 Supporting Documents and Information

- A. Approval by the Pennsylvania Department of Environmental Protection and/or the local municipality for all proposed sewage disposal facilities along with any required sewage facilities planning module(s) for land development and other required sewage planning documents as required by the PA Sewage Facilities Act and PA DEP.
- B. Highway Occupancy Permits.
- C. Typical cross-sections for any private access streets of a design adequate for anticipated traffic along with center-line profiles and vertical curve data.
- D. Drainage/stormwater management plans meeting the requirements of any applicable Stormwater Management Ordinance.
- E. A draft copy of the proposed deed including the statement found in 404.3B for lot addition subdivisions.

404.5 Additional Information

The Planning Commission shall request any other necessary information based on the specific characteristics of the proposed project.

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**404.6 Application Forms and Certifications**

The applicant shall complete and submit such application forms and certifications as prescribed by the Planning Commission for submission with minor subdivision applications.

**404.7 Information on Record Plan**

For the purposes of clarity, the Planning Commission may require that the information included on the record plan be limited to the minimum necessary to legally effect the subdivision and/or land development shown on the plan. Information to be excluded from the plan may include contours, soils and other similar information, as determined by the Planning Department.

**405 Plan Requirements for Lot Addition Subdivisions**

The plan requirements set forth in §404 of this Ordinance for minor subdivisions shall also apply to lot addition subdivisions. In addition, copies of the deeds prepared for recording shall be provided and said deeds shall effect the lot additions on the approved plans.

**406 Plan Requirements for Land Developments**

Land development plans and applications shall contain all information required by the Planning Commission to determine compliance with this Ordinance and any other applicable requirements.

**406.1 Plan Requirements**

The plan requirements for final plans for major subdivisions in §403 of this Ordinance shall serve as the guide for the types of information that may be required. In addition to the information required by §403, the plan shall include all details of required improvements necessary to confirm compliance with this Ordinance. This shall include, but not be limited to, access drives, parking and loading areas, walkways, stormwater facilities, and buffer areas.

**406.2 Survey**

A survey of the parcel of property containing the proposed land development shall generally be required; however, the Planning Commission shall have the right to waive the requirement for a survey in cases where circumstances do not dictate the need for a survey to assure compliance with applicable requirements.

**406.3 Design Standards and Improvements**

All design standards and required improvements specified by this Ordinance shall apply to land developments. The Planning Commission shall also have the right to apply any reasonable additional standards and requirements necessary to effect the purposes of this Ordinance.

**407 Plan Requirements for Minor Land Developments**

Minor land development plans and applications shall contain all information required by the Planning Commission to determine compliance with this Ordinance and any other Planning Commission requirements.

**407.1 Plan Requirements**

The plan requirements for minor subdivisions in §404 of this Ordinance shall serve as the guide for the types of information that may be required. In addition to the information required by §404, the plan shall include all details of required improvements necessary to confirm compliance with this ordinance.

**407.2 Survey**

A survey of the parcel of property containing the proposed minor residential land development shall generally not be required; however, the Planning Commission 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. Note: DEP requires a survey of the property when sewage planning is required.

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407.3 Design Standards and Improvements

All design standards and required improvements specified by this Ordinance shall apply to land developments. The Planning Commission shall also have the right to apply any reasonable additional standards and requirements necessary to affect the purposes of this Ordinance.