

UPPER MOUNT BETHEL TOWNSHIP, NORTHAMPTON COUNTY, PA
MAJOR SUBDIVISION – LAND DEVELOPMENT PLAN
FINAL PLAN CHECKLIST*

NAME OF PLAN: _____

The Site Address: _____

Name of Watershed: _____

GENERAL SUBMISSION ITEMS - Does the submission include: **

- _____ 1. Seven (7) copies of completed Application Form?
- _____ 2. Seven (7) copies of Final Plan Checklist?
- _____ 3. Eighteen (18) copies of the Preliminary Plan (Prints)?
- _____ 4. Five (5) sets of Supportive Documents?
- _____ 5. Review letter from Northampton County Soil Conservation District?
- _____ 6. Review letter from PennDOT (if applicable)?
- _____ 7. Review letter from PA DEP and appropriate Utility Companies?
- _____ 8. The required fee (in accordance with Township Fee Schedule)?

FURTHER IDENTIFYING INFORMATION – Does submission include:

- _____ 9. Date, name and location of the subdivision, name of owner, scale and north point?
- _____ 10. Ultimate right-of-way lines of streets, street names, location of easements?
 - _____ Land reserved or dedicated to public use?
 - _____ Lot lines and other site lines with accurate dimensions?
 - _____ Bearings of deflection angles, radii, arcs and central angles of all curves?
- _____ 11. Accurate boundary lines with dimensions and bearings from a survey with an error of closure of one (1) in ten thousand (10,000) balanced and closed?
- _____ 12. Any easement of land reserved or dedicated to public use designated and the proposed use of sites other than residential noted?
- _____ 13. Lot number and dimensions?
- _____ 14. Minimum building setback lines on all lots and other sites?
- _____ 15. Location and description of all monuments?
- _____ 16. Names of owners adjoining land including those names of owners on the opposite site of the road?
- _____ 17. Name, address and seal of Professional Engineer or Registered Surveyor responsible for the plat?
- _____ 18. A Certificate of Ownership, Acknowledgment of Plan and Offer of Dedication lettered on the plan?

NOTE: * This checklist is prepared to assist the applicant and/or the engineer in preparing the submission. It is not intended to be an exhaustive list. The applicant and/or the engineer is directed to thoroughly review the Township SALDO to be certain all submission requirements have been met.

** All numbers and all subsections must be answered either "YES", "N/A" (meaning not applicable) or "SW" (meaning a SALDO waiver will be requested). If a SALDO waiver is requested, your initial submission must comply with all SALDO waiver provisions i.e. Section 700.2 and subsections thereunder. Failure to answer any number on this checklist will cause the application and/or submittal to be rejected and not accepted at the counter.

- Using forms of Ordinance, Appendix A Section 800.1 to 800.4?
- Duly acknowledged and signed by owner(s) of property and notarized?
- 19. Cross-sections and profiles of streets, approved by the Township Engineer, accompany the final plat?
- 20. Contours at vertical intervals of two (2') feet if the general slope of the site is fifteen (15%) percent or less and at vertical intervals of five (5') feet if the general slope is greater than fifteen (15%) percent?
 - Contours established by photogrammetry of field survey refer to the nearest U.S.G.S. Benchmarks or benchmarks approved by the Township Engineer?
- 21. Plans and profiles of storm and sanitary sewers and water mains?
- 22. Place for signature of Chairman and Secretary of Planning Commission and Chairman and Secretary of Supervisors and Township Engineer and date of approval?
- 23. Restrictions of all types which run with the land which will become covenants in the deeds for lots?
- 24. A covenant that states that all driveways shall be built in accordance with the Township or Pennsylvania Department of Transportation standards with respect to alignment, slope and drainage at the area of encroachment?
- 25. Exact location and elevation of all proposed buildings, structures, roads and public utilities to be constructed within any designated flood plain district.
 - All maps identify the boundaries of the flood-prone areas?
 - Submission of the Final Plan permits and related documentation from the Pennsylvania Department of Environmental Protection and any other Commonwealth agency, or local municipality where any alteration or relocation of a stream or watercourse is proposed?
 - Documentation submitted indicating that all affected adjacent municipalities have been notified of the proposed alteration or relocation?
 - The Department of Community Affairs and the Federal Insurance Administrator is notified of such activity?
- 26. Certificate of Water and Sewage Systems?

If water is to be provided by means other than by private on-lot wells and on-lot sewage disposal systems owned and maintained by the individual owners of lots within the subdivision or land development, the development shall submit the following evidence:

- Evidence that the subdivision or land development is to be connected to a certified public utility, municipal corporation or authority?

- _____ Copy of a Certificate of Public Convenience from the Pennsylvania Public Utility Commission?
- _____ Certificate from the Pennsylvania Department of Environmental Resources.
- _____ Cooperative agreement, commitment or agreement to serve the area in question?
- _____ Two (2) copies of such evidence submitted?

DRAWINGS REQUIRED

- _____ 27. Plot Plan?
- _____ 28. Grading and Storm Drainage Plan?
- _____ 29. Utility Plan?
- _____ 30. Erosion and Sedimentation Plan?
- _____ 31. Road Plans - Profiles?
- _____ 32. Sanitary Sewer Plan - Profiles?
- _____ 33. Storm Sewer Plan - Profiles?
- _____ 34. Construction Details?
- _____ 35. Landscaping and Lighting Plan?
- _____ 36. Natural Features/Resource Plan?

SPECIFIC PLAN REQUIREMENTS

Drafting Standards: Do the Plans have:

- _____ 37. Plan drawing at a size of 18" x 24", 24" x 36" or 36" x 48"?
- _____ 38. A scale of 1" = 50' or other scale approval by the Township Planning Commission?
- _____ 39. One (1") inch equals either fifty (50') feet or one hundred (100') feet?
- _____ 40. Profiles drawn at a vertical scale of
 - Five feet (5') per inch (for horizontal scale of 1" = 50') or
 - Ten feet (10') per inch (for horizontal scale of 1" = 100')?
- _____ 41. Dimensions set in feet and decimal parts thereof and bearings in degrees, minutes and seconds? Curve data to include radius, tangent arc, length and chord bearing and distance.
- _____ 42. If revised from Preliminary Plan?
 - _____ Dotted lines used to show features or locations to be abandoned and solid lines to show the currently proposed features?
 - _____ Revisions noted and dated?
 - _____ Detailed list of revisions submitted?
- _____ 43. A boundary line shown as a solid heavy line?

GENERAL INFORMATION: Do the Plans have:

- 44. A sheet titled "Final Plan"?
- 45. Sheet title (e.g. "Layout Plan")?
- 46. Name and location of subdivision or land development?
- 47. Graphic and/or written scales?
- 48. Date of plan and all subsequent revision dates? (Day, Month and Year)
- 49. Name, address, signature and seal to Engineer's Statement of the licensed engineer, surveyor, architect or landscape architect responsible for preparation of the Plan? (See Appendix A of SALDO, Sec. 800.1)
- 50. Engineer's Statement for revisions, corrections and re-submissions? (See Appendix A of SALDO, Sec. 800.4)
- 51. The engineering aspects, of all final and plot plans, certified by a licensed engineer or surveyor?
- 52. The General Wetlands Note as per SALDO Sec. 306.3.7 and 306.4.5.4?

INFORMATION REQUIRED ON ALL LAYOUT PLANS, GRADING AND STORM DRAINAGE PLANS AND UTILITY PLANS.

GENERAL INFORMATION: Do the Plans have:

- 53. North arrow?
- 54. Site boundaries with survey precisions of 1 : 10,000 or better; and, closed and balanced?
- 55. Boundaries of all adjoining properties with names of landowners?
- 56. Location and type of existing monuments?

NATURAL FEATURES: Do the Plans show:

- 57. Location of natural features on the site and within one hundred (100') feet from the site being subdivided or developed.
- 58. Slope areas (15 to 25%, over 25%)?
- 59. Exact grade at sewage disposal sites?
- 60. Location and extent of various soil types with SCS classifications and DEP definitions for each and 100-year floodplain, floodway, and flood prone (if mapped)?
- 61. Forested areas?
- 62. Watercourses, lakes and wetlands (with names, if any)?

MAN-MADE FEATURES: Do the Plans include the location of the following man-made features on the site being subdivided or developed and within 200 feet of the site:

- 63. Streets and rights-of-way (including name and right-of-way widths) on the site and on immediately adjacent tracts?
- 64. Existing lot layout on the site and on immediate adjacent tracts including tracts across the street?
- 65. Historic sites or structures (including name and description)?
- 66. Sewer lines, storm drains and culverts?
- 67. Bridges?
- 68. Utility easements, restrictive covenants and other covenants, restrictions and easements for purposes which might affect development?
- 69. Rock outcrops, stone fields and stone rows (if a combined preliminary and final plan)?
- 70. Wells and Sewage Disposal Facilities

PROPOSED FEATURES: Do the Plans show:

- 71. Layout of streets with centerlines, cartways and right-of-ways, and proposed names?
- 72. Layout of lots with identification numbers?
- 73. Building setback lines from all lots lines?
- 74. The arrangement and use of buildings and parking areas in non-residential developments and planned residential developments along with all necessary dimensions and number of parking spaces (elevations and perspective sketches of proposed buildings are encouraged)?
- 75. Rights-of-way, restrictive covenants and easements for all drainage, utilities or other purposes which might affect development?
- 76. Sidewalks and pedestrian paths? (If proposed.)
- 77. Open space areas?
- 78. Recreation facilities?
- 79. Proposed monuments with reference to proposed improvements and proposed final contours?
- 80. Well location?
- 81. Primary leach field?
- 82. Secondary leach field?
- 83. Soil probe location?
- 84. Percolation test location?
- 85. Driveway location for each lot with available and adequate sight distance? Each driveway must meet the Highway Occupancy Permit Ordinance.

PROTECTIVE COVENANTS: (where applicable) providing for:

- 86. Building setbacks?
- 87. Clear sight triangle easements?
- 88. Utility, drainage and slope easements?
- 89. Drainage Covenant? (See SALDO, Appendix A Section 800.5)
- 90. Wetlands Covenant (already noted in Number 52 of this checklist)?
- 91. Well and Sewage Disposal Covenant?
- 92. Sewage Permit Covenant?
- 93. Storm Drainage Covenant?
- 94. Individual lot owner(s) Covenant?
- 95. Private Road Covenant?
- 96. Feasibility Covenant?

CONCRETE MONUMENTS

- 97. Not less than two (2) concrete monuments noted on the plan and placed in the field at locations determined by the Township Engineer? (This must be done prior to final plan approval by the Board of Supervisors.)

PLOT AND LAYOUT PLAN: Does the Plot and Layout Plan have:

- 98. Name and addresses of all landowners (as recited in existing deed)?
- 99. Names and addresses of developers?
- 100. Name and addresses of corporate officers and major shareholders?
- 101. Name and addresses of adjoining property owners?
- 102. Owner's Statement of Acknowledgement? (See Appendix A of SALDO).
 - Owner acknowledgement and statement contained in Section 800.2 before an officer authorized to take acknowledgments or oaths?
 - Seal of a notary public or other qualified officer?
- 103. Approval/review signature blocks?
 - Township Supervisors (Chairman and Secretary)?
 - Township Planning Commission (Chairman and Secretary)?
 - Township Engineer?
 - Lehigh Valley Planning Commission?
 - 3" x 5" Approval or Review Block? (See Appendix A of SALDO, Sec. 800.3)
- 104. Location map at a scale of 1" = 800' showing the relation of the site to adjoining properties, streets, zoning district boundaries, and municipal

boundaries within 1000 feet?

- 105. Project Summary List?
 - Total acreage of site?
 - Applicable zoning district(s)?
 - Total number of lots in development?
 - Density of dwelling units per acre?
 - Required lot size (maximum, minimum and average)?
 - Proposed lot size?
 - Open space required?
 - Open space proposed?
 - Type of water system?
 - Type of sanitary sewage disposal system?
 - Lineal feet of new road?
 - Present Deed Reference – Volume and Page(s)?
 - Northampton County Uniform Parcel Identifier Number (tax map, block and lot)?
 - Required building setbacks?
 - House numbers?
- 106. Proposed features where all dimensions shall be to the nearest 1/100 of a foot closed and balanced; and, areas of lots expressed in both square feet and acres?
- 107. Layout of lots with identification number?
- 108. Streets
 - Proposed names?
 - Cartway and right-of-way width?
 - Centerline with bearings, distances and curve data. Curve data to include radius, tangent, arc, length and chord bearing and distance? (Such information may be listed in a table, using reference numbers, provided that sufficient information is noted along each course, such that each course can be reproduced in the field.)
 - Right-of-way and curb lines with curve radii at intersections?
 - Beginning and end of proposed construction?
 - Tie-ins by courses and distances to intersection of all public roads, with their names and widths of cartway and right-of-way?
- 109. Building setback lines?
- 110. Rights-of-way, restrictive covenants, easements for all drainage, utilities or other purpose which might affect development?
- 111. Letter of intent on plan describing, in detail, intended use of the property required?

GRADING AND STORM DRAINAGE PLAN: Does the Plan indicate:

- 112. Existing and proposed contour lines at intervals of either two feet (2') (if slope is 15% or less) or five feet (5') (if slope is over 15%)?
- 113. Contour intervals based on a field survey or photogrametric procedure at a scale of 1" = 100' or larger?
- 114. Permanent benchmark provided and noted on the plan?
- 115. Street centerline data and stations corresponding to the profile?

Storm Drainage

- 116. Location and size of line with stations corresponding to the profile?
- 117. Location of inlets with invert elevation of flow line and grade at the top of each inlet?
- 118. Cross-Section diagram of the basin or facility?
- 119. Watershed areas and drainage paths for each drainage structure, swale or point of concentration?
- 120. Property lines and ownership with details of easements where required?
- 121. Beginning and end of proposed construction?
- 122. Location of all other drainage facilities and public utilities in the vicinity of storm drain lines?
- 123. Hydraulic design standards for culverts and/or bridge structures?
- 124. Stabilization of all drainage swales and channels?
- 125. Location and size of proposed drainage swales?

UTILITY PLAN: Does the Utility Plan show:

(If on-lot sanitary sewage disposal systems are proposed.)

- 126. Existing and proposed contour lines at intervals of either two feet (2') (if slope is 15% or less) or five feet (5') (if slope is over 15%)?
- 127. Proposed location of wells including distance from sewage systems?
- 128. Proposed or typical location of dwelling?
- 129. Proposed location of subsurface disposal field and alternate field? All areas shall be located by at least two (2) ties to corners.
- 130. Location of percolation test holes with average perk rate and soil probe pit? Also include soil tests with unsuitable depth to limiting zone.
- 131. Permanent and seasonal high water table areas?

(If centralized sanitary sewers are proposed?)

- 132. Location and size of line with stations corresponding to the profile?
- 133. Location of manholes with invert elevation of flow line and grate at the top of each manhole?

- 134. Property lines and ownership, with details of easements where required?
- 135. Beginning and end of proposed construction?
- 136. Location of laterals?
- 137. Location of all other drainage facilities and public utilities in the vicinity of sanitary sewer lines?

(If centralized water system is being proposed?)

- 138. Location and size of waterline?
- 139. Location of fire hydrants?
- 140. Plans pertaining to water source?

(If on-lot water system is being proposed)

- 141. Location of all wells (existing and proposed)?
- 142. Street lighting and any lighting affiliated with the plan including lighting for landscaping, parking lots, buildings, walkways, security and related lighting?
 - Type of lighting poles or fixtures?
 - Size of lighting poles or fixtures?
 - Height of lighting poles or fixtures?
 - Amount of lumens generated?

EROSION AND SEDIMENTATION PLAN (If Required): Does the Plan:

- 143. Comply with regulations of the Northampton County Conservation District?
- 144. Use storm water runoff calculations governed by the parameters set forth in this Ordinance.
- 145. Comply with all requirements for NPDES permit (if applicable to project)?

ROAD PROFILES: Do the road profiles include:

Plans showing right-of-way width, cartway width, shoulders, courses and distances, stations, curve data, including radius, tangent, arc length, and chord bearing and distance, adjacent lot lines and lot numbers required. (Plan Profile drawn on the same sheet)?

- 146. Profile of existing ground surfaces along centerline of street?
- 147. Proposed centerline grade with percent on tangents and elevations at fifty foot (50') intervals?
- 148. All vertical curve data including length, elevations and minimum sight distance as required?

SANITARY SEWER AND STORM DRAIN PROFILES: Do the profiles include:

- 149. Profile of existing ground surface with elevations at top of manholes or inlets?
- 150. Profile of storm drain or sewer showing type and size of pipe, grade, cradle, manhole and inlet locations and invert elevations along flow line?
- 151. All lines crossings of other utilities?
- 152. Invert elevations along flow line at manholes, inlets, and at line crossing of other utilities?
- 153. Stationing of proposed features correspond to street centerline (if a preliminary/final plan).

CONSTRUCTION DETAILS: Are the following construction details included: (these details must be in compliance with the PENNDOT Form 408 - or any amendments thereto - unless otherwise provided herein.)

- 154. Typical cross-section and specifications for street construction as required by SALDO Sec. 400.2 and all subsections?
- 155. Where cuts or fills extent beyond the right-of-way, cross-sections, at 50-foot intervals?
- 156. Drainage swale cross-section and construction materials?
- 157. Pipe bedding details?
- 158. Storm drainage structures?
- 159. Sanitary sewer structures?
- 160. Curb and sidewalk details?
- 161. Detailed plan and cross section drawings for detention or retention basins?
- 162. Street lighting and lighting standards (if applicable)?
- 163. All improvements met the requirements of PENNDOT FORM 408 (unless otherwise provided in SALDO)?

SUPPORTIVE DOCUMENTS AND INFORMATION

- 164. Private deed restrictions or covenants already imposed or to be imposed as a condition of sale?
- 165. Map of all property holdings of the property owner - applicant within 1,000 feet of the proposed subdivision indicating the site of proposed subdivision?
- 166. A final plan of the proposed road system with any property holdings contiguous to the proposed subdivision.
- 167. Certification of Centralized or Public Water Supply System?
- 168. Certification of Centralized or Public Sewage Disposal System?
- 169. Centralized Water and/or Centralized Sewer System Statement as per

SALDO Sec. 304.3.13.4?

- _____ 170. Certification of On-Lot Sewage System?
- _____ 171. Storm Drainage Calculations?
- _____ 172. Environmental Impact Assessment?
- _____ 173. Traffic Study?
- _____ 174. Development Statement and Schedule?
- _____ 175. Highway Occupancy Permit (Township or State permit)?
- _____ 176. Protective Covenants as per SALDO Sec. 306.4.5.1 through 306.4.5.9 and Appendix A, Section 800.5.

Applicant (or Authorized Agent)

Name: _____
Address: _____
Phone #: _____
Signature: _____ Date: _____

NOTE: The Township may require submission of additional copies of the Plan or other information.

Addendum To Upper Mount Bethel Township's

Subdivision And Land Development Checklists

On July 9, 2001, the Township of Upper Mount Bethel officially adopted a Comprehensive Plan for the years of 2000 to 2020. Pursuant to the PA Municipalities Planning Code (53 P.S. Sections 10303 and 10305), the Township must be notified, in advance, of various intended actions. Notification must be submitted to the Township Planning Commission for its recommendation to the Township Board of Supervisor's. Accordingly, please note if your plan involves any of the following.

YES NO

_____ _____ The location, opening, vacation, extension, widening, narrowing or enlargement of any street, public ground, pierhead or watercourse;

_____ _____ The location, erection, demolition, removal or sale of any public structure located within the municipality;

_____ _____ The adoption, amendment or repeal of an official map, subdivision and land development ordinance, zoning ordinance or provisions for planned residential development, or capital improvements program; or

_____ _____ The construction, extension, or abandonment of any water line or sewage treatment facility.

The recommendations of the Township Planning Commission – including a specific statement as to whether or not the proposed action is in accordance with the objectives of the comprehensive plan – shall be made in writing to the Township Board of Supervisors within forty-five (45) days from the date the plan is filed or the proposed action is requested