

ARTICLE

V

ARTICLE V
MAJOR RESIDENTIAL SUBDIVISION

501. Definition

A major Residential Subdivision, as defined herein, shall be construed to include all Residential Subdivisions of six (6) lots or more, or all Residential Subdivisions of five (5) lots or less which fail to meet the requirements for qualification as a Minor Subdivision.

502. Procedure

Whenever any Subdivision of land conforming to the definition of a Major Residential Subdivision is proposed, the Applicant shall apply for approval of such proposed subdivision in accordance with the following procedures:

- A. Pre-submission Conference (optional);
- B. Preliminary Plan;
- C. Final Plan.

503. Pre-submission Conference

A Conference between the Staff and the Applicant prior to the submission of a formal plan is strongly recommended, but is not required. The Applicant should bring sketch plans or working drawings, if any, for review at such Conference. All information presented shall remain confidential. At the discretion of the Applicant, the Subdivision proposal may be presented at a Commission meeting for informal review and comment.

The Staff, at its discretion, may permit Subdivisions of six (6) to ten (10) lots to waive the Preliminary Plan and proceed directly from the Pre-submission Conference to the Final Plan.

504. Preliminary Plan Submission

Subdivisions of six (6) to ten (10) lots which have not been authorized to waive the Preliminary Plan and all Subdivisions of eleven (11) lots or more shall submit a Preliminary Plan consistent with the requirements of this Ordinance to the

Commission for review and approval. The Preliminary Plan shall be accepted for processing upon receipt of the following from the Applicant:

- A. Seven (7) copies of the Preliminary Plan;
- B. A completed Application Form;
- C. Four (4) copies of a Sewage Disposal Report;
- D. Payment of the processing fee.

505. Distribution of Copies

The Staff shall, upon receipt of a properly submitted Preliminary Plan, forward copies to each of the following, as applicable:

- A. Governing body of the Municipality in which the Subdivision is located;
- B. Planning Commission of the Municipality;
- C. Sewage Enforcement Officer;
- D. Agencies or departments of local, state, or federal government, as deemed appropriate by the Staff.

506. Date of Submission for Review

For consideration at the next regularly scheduled meeting of the Commission, the Applicant shall submit his Preliminary Plan and completed Application Form to the Staff not less than twelve (12) calendar days prior to the scheduled meeting.

507. Commission Action on Preliminary Plan

The Commission shall review the Preliminary Plan, render its decision and communicate said decision to the Applicant not later than ninety (90) days after such Application for preliminary approval is accepted or such additional period of time as may be agreed upon by the Commission and the Applicant in writing. The Applicant shall be notified in writing of the action of the Commission within fifteen (15) days following its decision, and if conditionally approved, specify any changes which shall be required before the submission of the Final Plan. If disapproved, the Commission

shall specify the defects found and describe the requirements which have not been met and shall, in each case, cite the provisions of the statute or ordinance relied upon.

508. Effect of Preliminary Plan Approval

Approval of the Preliminary Plan by the Commission constitutes conditional approval of the proposed subdivision in regard to the general design, the approximate dimensions of the streets and lots and other planned features. The Preliminary Plan approval obligates the Applicant to the general scheme of the Subdivision. However, if the Applicant determines that a significant change to his original submission is desirable, he may modify his plans by submitting a revised Preliminary Plan for review and approval.

Approval of the Preliminary Plan does not authorize the sale of lots or the recording of the Preliminary Plan.

509. Time Limitation and Extensions

The Preliminary Plan approval shall expire within five (5) years after being granted unless an extension is requested by the Applicant and approved by the Commission. Any request for extensions must be submitted to the Commission thirty (30) days prior to any prevailing expiration date. Extensions may be granted for one or more six (6) month periods upon a finding by the Commission that such extension is warranted.

If the Applicant does not submit a Final Plan for all or a portion of the Preliminary Plan within five (5) years after the approval of said Preliminary Plan is granted, or after expiration of the final extension period, the approval of the Preliminary Plan is automatically void.

510. Preliminary Plan Requirements

The following materials and information shall be submitted with an Application for review and approval of a Preliminary Plan in the form of a map or series of maps drawn to a scale of one hundred (100) feet to the inch, or fifty (50) feet to the inch, or other suitable scale if approved by the Staff, on a sheet size of from 18 x 24 to 42 x 48 inches.

- A. The Preliminary Plan shall include the following:
1. Title Block including name of Subdivision, Municipality, and date of Plan;
 2. Name and address of the owner of the property;
 3. North Point for the Subdivision Plan;
 4. Graphic scale as well as written scale;
 5. Name and address of the registered Professional Land Surveyor and Professional Engineer, where applicable, responsible for the Plan;
 6. Deed book and page number of tract or tracts being subdivided;
 7. Tract boundaries showing approximate distance and bearings;
 8. The names, deed book and page numbers of owners of all abutting unplotted land and the names, plat book and page numbers of all abutting recorded Subdivisions;
 9. All existing property lines with approximate bearings and distances;
 10. All existing streets, easements, and rights-of-way on or adjacent to the tract, including name, right-of-way width, cartway width, and, in the case of easements, the purpose for which the easements may have been established;
 11. All existing buildings, sewers, water lines, culverts, natural gas lines; petroleum or petroleum products lines, electric and telephone lines, fire hydrants, and other significant man-made features on or adjacent to the tract;
 12. Approximate location of sinkholes and existing watercourses and the general locations of swamps, tree masses, and other significant natural features;
 13. Floodplain lines determined pursuant to Article XI;
 14. Location, width, approximate grade (where appropriate), and purpose of all proposed streets, alleys, rights-of-way and easements;

15. Proposed lot lines with approximate dimensions to the nearest foot and bearings to the nearest degree including a numbering system to identify each lot, and approximate area per lot proposed;

16. Public buildings, playgrounds, and parcels of land that are to be dedicated and reserved for public use;

17. An indication of the general location of proposed water lines, sanitary sewers and storm water collection and retention facilities, including but not limited to catchbasins and lines. The preliminary size of each line should be shown as well as the locations of or distances to any existing line to be connected to, with the size of such existing line to be indicated;

18. Site data to include proposed use, number of lots, total acreage of lots being subdivided, number of acres in total tract, number and type of dwelling units and/or structures and present zoning classifications including minimum lot area required;

19. Existing and proposed (where required) contours of vertical interval of five (5) feet, or, at such intervals as may be necessary for satisfactory study and planning of the tract, as determined by the Staff. Contour elevations shall be tied to the latest U.S. Geological Survey datum;

20. Location map, at a scale not smaller than two thousand (2,000) feet to the inch, showing the proposed Subdivision and adjoining areas sufficient to denote the proposed location (Also include North Point).

511. Unsubdivided Portions

Where the Preliminary Plan submitted covers only a part of the Applicant's entire holding, a sketch of the prospective future street, sewer (including sanitary and storm sewer), and water systems of the unsubmitted part shall be furnished upon the request of the Staff. The street, sewer and water system of the submitted part will be considered with regard to connections with future streets, sewer and water in the part not submitted.

512. Final Plan Submission

A Final Plan consistent with the requirements of this Ordinance shall be submitted to the Commission for review and approval. The Final Plan shall be accepted for processing upon receipt of the following from the Applicant:

- A. Seven (7) copies of the Final Plan;
- B. Seven (7) copies of Supporting Data as specified under Section 518;
- C. A completed Application Form;
- D. Four (4) copies of a Sewage Disposal Report if not previously submitted as part of a Preliminary Plan requirement;
- E. Payment of the processing fee.

513. Distribution of Copies

Copies shall be distributed by the Commission pursuant to Section 505 hereof.

514. Date of Submission for Review

For consideration at the next regularly scheduled meeting of the Commission, the Applicant shall submit his Final Plan and other related documents to the Staff not less than twelve (12) calendar days prior to the scheduled meeting.

515. Submission by Sections

The Final Plan submission may cover only a portion of the entire proposed Subdivision as shown on the approved Preliminary Plan. In such cases, the Applicant must submit a tentative schedule for the development of the balance of the Subdivision. Final Plan submission requirements and procedures must be followed for each subsequent section prior to recording and sale or transfer of lots within such sections.

516. Commission Action on Final Plan

The Commission shall review the Final Plan, render its decision and communicate said decision to the Applicant not later than ninety (90) days after such Application for final approval is accepted or such additional period of time as may be agreed upon by the Commission and the Applicant in writing. The Applicant shall be notified in writing of the action of the Commission within fifteen (15) days following its decision, and if conditionally approved, specify any changes which shall be required before

execution of the Final Plan. If disapproved, the Commission shall specify the defects found and describe the requirements which have not been met and shall, in each case, cite the provisions of the statute or ordinance relied upon.

517. Final Plan Requirements

The following materials shall be submitted to the Commission with an Application for approval of a Final Plan. The Final Plan shall conform in all important details with the Preliminary Plan as previously approved, except that the Final Plan may cover only a portion of the total Subdivision shown on the Preliminary Plan. Any conditions specified in the approval of the Preliminary Plan shall be incorporated on the Final Plans. Seven (7) copies of the Subdivision Plan in the form of a map or series of maps drawn to a scale of one hundred (100) feet to the inch, or fifty (50) feet to the inch, or other suitable scale if approved by the Staff; on a sheet size from 18 x 24 to 42 x 48 inches.

A. The Final Plan shall include the following:

1. Title block, including name of Subdivision, Municipality and date of Plan;
2. Name and address of the owner of the property;
3. North Point for Subdivision Plan;
4. Graphic scale as well as written scale;
5. Name and address of the registered Professional Land Surveyor and Professional Engineer, where applicable, responsible for the Plan;
6. Deed book and page number of tract or tracts being subdivided;
7. Tract boundaries showing accurate distance and bearings;
8. The names, deed book and page numbers of owners of all abutting unplotted land and the names, plat book and page numbers of all abutting recorded Subdivisions;
9. All existing property lines with accurate bearings and distances;

10. All existing streets, easements, and rights-of-way on or adjacent to the tract, including name, right-of-way width, cartway width, and in the case of easements, the purpose for which the easements may have been established;
11. All existing building, sewers, water lines, culverts, natural gas lines, petroleum or petroleum products lines, electric and telephone lines, fire hydrants, and other significant man-made features on or adjacent to the tract, with applicable dimensions and sizes;
12. Accurate locations of sinkholes and existing watercourses and the general locations of swamps, tree masses, and other significant natural features;
13. Floodplain lines determined pursuant to Article XI;
14. Accurate location, width, and grade (where appropriate) and purpose of all proposed streets, alleys, rights-of-way and easements;
15. Complete curve data including radius, delta angle, tangent, arc, and chord;
16. Lot lines with dimensions to the nearest hundredth foot and bearings to the nearest degree and minute, including a numbering system to identify each lot;
17. Public buildings, playgrounds, and parcels of ground that are to be dedicated or reserved for public use;
18. An indication of the exact location of proposed water lines, sanitary sewers and storm water collection and retention facilities, including but not limited to catchbasins and lines. The final size of each line must be shown as well as the locations of or distances to any existing line to be connected to, with the size of such existing line to be indicated;
19. Site data to include proposed use, number of lots, total acreage of lots being subdivided, number of acres in total tract, number and type of dwelling units and/or structures, and the present zoning classification, including minimum lot area required.

20. Existing and proposed (where required) contours at vertical interval of five (5) feet, or at such intervals as may be necessary for satisfactory study and planning of the tract, as determined by the Staff. Contour elevations shall be tied to the latest U.S. Geological Survey datum;
21. Location map, at a scale not smaller than two thousand (2,000) feet to the inch, showing the proposed development and adjoining areas sufficient to denote the proposed Subdivision location (Also include North Point);
22. Accurate location of all soil log test pits;
23. Location and material of all permanent monuments and lot markers;
24. Setback lines on all lots and other sites not less than the minimum fixed by the Ordinance;
25. Any pedestrian ways or sidewalks that may be provided or may be required by the Commission.

518. Additional Supplemental Requirements

A. Supporting Data

The Final Plan shall be accompanied by the following material where applicable:

1. Final profiles and cross-sections for street improvements, sanitary and storm sewerage, underground utilities and water distribution systems shall be shown on one (1) or more separate sheets or on the Final Plan;
2. Where lot sizes are based on public water and/or public sewer facilities, assurance acceptable to the Commission that such facilities will be installed;
3. Such certificates of approval by proper authorities as may have been required by the Commission, including but not limited to certificates from the various utility companies involved with underground utilities;
4. Proposed street names, accompanied by a letter from the postmaster of the area in which the Subdivision is located, stating that the proposed names are acceptable;

5. Detailed design of any bridge, culverts, storm water management facilities or other improvements as may be required. These designs may be submitted as separate sheets;
6. One (1) copy of all proposed deed restrictions or lease provisions related to the approval of the proposed Subdivision.

B. Improvements

Where appropriate the Applicant of any Subdivision shall be required to provide the following improvements, or a suitable guarantee pursuant to Article XII hereof, said improvements to be constructed pursuant to the standards contained in this Ordinance or such other standards as may be imposed:

1. Streets and access roads, including where applicable, shoulders, curbs, parking areas, driveways, curb cuts and traffic control devices;
2. Utilities, including where applicable, storm water management facilities and/or storm sewers; sanitary sewer facilities including pumping stations, pre-treatment facilities and sewer lines; water, including fire protection facilities, and electric, gas, telephone and other such lines;
3. Any proposed Subdivision amenities such as recreation facilities, swimming pools, meeting facilities, screening and landscaping, including assurances and agreements related to the responsibilities for land ownership, the construction and/or purchase of facilities or other features, and the perpetual maintenance of the above;
4. Any other improvements which may be required for approval.

C. Certificates

The following certificates in block form shall be shown on the Final Plan where applicable:

1. Certification by means of a seal of a registered Professional Land Surveyor and Professional Engineer, where applicable, to the effect that the survey and Plan are correct (See Appendix No. 10);

2. Certificates for approval by the Governing Body and the Planning Commission of the Municipality in which the Subdivision is located;
3. Certificate for approval by the Commission;
4. A statement, duly acknowledged before an Officer authorized to take acknowledgments of deed and signed by the owner or owners of the property, to the effect that the Subdivision as shown on the Final Plan is the act and deed of the owner, that he (the Applicant) is the owner of the property of the survey and Plan, and that he desires the same to be recorded as such;
5. Certificate to accommodate the recording information with the Centre County Recorder of Deeds;
6. Certificate of dedication of streets and other public property (This is an offer of dedication);
7. Certificate indicating the type of sewage disposal to be utilized, consistent with the requirements of Section 414 as contained herein.

519. Design Standards

The Subdivision shall be designed pursuant to the standards contained in Article IV hereof.