



## Application for *Minor* Subdivision (Less than 10 lots)

This Application is for:		Lot Line Revision		Minor Subdivision		
Name of Development						
Location of Property						
Applicant:						
Address					Phone:	
City		State		Zip	Fax:	
Name of Owner						
Address					Phone:	
City		State		Zip	Fax:	
Engineer / Surveyor					Contact:	
Address					Phone:	
City		State		Zip	Fax:	
Total Acreage						
Total Number of Lots			Phases			
Total Lots in Adams			Total Lots out of Adams			
This Phase Number			Number of Lots this Phase			
Total Acreage			Total Acreage this Phase			
Zoning district			Proposed Use			
<i>Are any of the following needed for this submission:</i>						
Zoning Change:		Special Exception:		Conditional Use:		Variance:
Describe						
Type of Sewage Disposal			Type of Water Supply			
Explain proposal in detail:						

The applicant certifies that the above information is complete and true and correct to the best of the applicant's knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applications must be completed and accompanied by: Application Fee, Escrow amount, (2) 24x36 + (13) 11x17 copies of the proposed plans and a complete set of drawings in PDF format emailed to [code@adamstwp.org](mailto:code@adamstwp.org). To be on the agenda, please allow 28 working days prior to the Planning Commission meeting date (first Wednesday of each month).**

Independent review of plan submissions are required, although every effort is made to complete reviews for the next available meeting, plan complexity may require additional review time.

Additional requirements are outlined on Adams Township Subdivision and Land Development procedures and are available at the Adams Township Municipal Building

**Escrow \$1200.00 Application Fee: \$750.00**

**Costs exceeding the initial Escrow amount will require additional fees as per Township Ordinance**

## Minor Subdivision Review

1. A developer seeking approval of a minor subdivision (see paragraph 105.1) may disregard the preliminary plan stage and submit only a final plan application.
2. This procedure shall also apply to any adjustment of property lines that does not create additional lots, or any combination of existing lots or parts of lots to eliminate existing lots.
3. The plan submission shall be a scaled drawing clearly showing the required information, prepared in ink on tracing cloth or stable dimension clear plastic material, and containing:
  - a. A vicinity map showing the relationship of the plan to nearby major roads and landmarks.
  - b. The perimeter boundary lines of the entire property within which the subdivision is proposed to occur, and subdivision lines proposed within the property, each line or arc described by bearings accurate to the nearest sixth of a minute and by distances accurate to the nearest hundredth of a foot.
  - c. Abutting street right-of-way and street pavement, with widths and name of road indicated, and location of sewer, water and/or gas lines in the right-of-way, if any, some or all of these are present.
  - d. Building setback line on each lot, and location of any easements crossing abutting the property, indicating purpose of easement.
  - e. Area of each lot or parcel to be created and area of property remaining after subdivision, indicating names of owners to whom lots or parcels will be conveyed, if known.
  - f. Names of owners of abutting properties and of those directly across an intervening street.
  - g. Location of monuments and markers delineating the corners of the plan and each lot;
  - h. Certification of the Sewage Enforcement Officer attesting that the lots to be created are of adequate size for on-lot sewage disposal if they are not to be connected to a public system; and indicating the type of disposal systems required.
  - i. State highway occupancy notice, if access is to a State highway.
  - j. Title block in the lower right corner of the drawing, indicating the name and address of the owner, date of original submission and later revisions, name and address of registered professional engineer or surveyor preparing the plan with his Pennsylvania seal affixed, scale of the plan, north arrow, and certificates of title clause, engineer's certification, specific variances, if any, granted to the plan, Township Planning Commission review, Board of Supervisors approval, County Planning Commission review and proof of recording (see addendum at rear of ordinance)