



Amity Township Planning Commission

2004 Weavertown Road, Douglassville, PA 19518
Phone 610-689-6000 ♦ FAX 610-689-9870



AMITY TOWNSHIP **PRELIMINARY and **FINAL SUBDIVISION** AND LAND DEVELOPMENT SUBMISSION PROCEDURES**

The following procedures are in compliance with the Amity Township Subdivision/Land Development Ordinance.

1. Initial First Submission Eight (8) Paper plus One (1) Electronic PDF format sets of the subdivision plan must be submitted to the Township, Seven (7) calendar days prior to the regularly scheduled meeting of the Planning Commission. Copies to be distributed, by Amity Township to the Planning Engineer & Solicitor for review of submission for completeness for accept for review.
2. The plan must be accompanied by an Application For Review Form and Application & Escrow Fees to be deemed complete. See *Amity Township Checklist to aid in planning your submission*

If the plans are determined to be incomplete they may be subject to rejection for review at the regular scheduled meeting of the Planning Commission.

3. At the regular scheduled Planning Commission Meeting the commission accepts or rejects the plan. Once the plan is accepted the 90-Day Clock will begin.
4. The applicant shall be responsible for submitting and distributing the proposed plan to all outside reviewing body or bodies, as specified by the Subdivision/Land Development Ordinance or required by law, following the official acceptance of the plan.
5. Three (3) Reports (Stormwater, Traffic, etc) copies and Five (5) supporting document (HOP, DEP, BCCD, etc.) copies are required with submission.
6. Five (5) Revised plan copies and supporting documents must be submitted to the Township. If the applicant chooses to submit a full set to either engineer or solicitor they may do so provided the transmittal accounts for all distributions.
7. Final Approved Plan recording is the responsibility of the submitting Engineer. After plan is recorded an electronic recorded plan and recording stamp to be supplied to Amity Township.

AMITY TOWNSHIP BERKS COUNTY

APPLICATION FORM FOR SUBDIVISION AND LAND DEVELOPMENT REVIEW

(ALL information below is required for plan to be accepted for review)

NAME OF DEVELOPMENT/PLAN: _____

LOCATION: _____

DATE OF APPLICATION: _____

_____ SKETCH PLAN	_____ NEW SUBMISSION
_____ PRELIMINARY PLAN	
_____ FINAL PLAN	_____ RE-SUBMISSION
_____ ANNEXATION PLAN	
_____ MINOR SUBDIVISION PLAN	
_____ REVISED PLAN OF RECORD	
_____ PRD APPLICATION	
_____ IN-HOUSE REVIEW (PC&BOS Approved)	

LANDOWNER'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____ EMAIL: _____

APPLICANT'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____ EMAIL: _____

RESPONSIBLE PARTY NAME(for billing): _____

ADDRESS: _____

TELEPHONE NUMBER: _____ EMAIL: _____

ENGINEER OR SURVEYOR
RESPONSIBLE FOR PLAN PREPARATION: _____

ADDRESS: _____

TELEPHONE NUMBER: _____ EMAIL: _____

FAX NUMBER: _____

TOTAL ACREAGE: _____ ACREAGE BEING DEVELOPED _____

TOTAL NUMBER OF LOTS/UNITS: _____

TYPE OF LAND USE PROPOSED:

_____ SINGLE FAMILY DETACHED	_____ MOBILE HOME
_____ SINGLE FAMILY SEMI-DETACHED	_____ COMMERCIAL
_____ TWO-FAMILY DETACHED	_____ INDUSTRIAL
_____ TOWNHOUSES	_____ MUNICIPAL
_____ APARTMENTS	_____ OTHER(EXPLAIN)

AMITY TOWNSHIP BERKS COUNTY

WATER SUPPLY: _____ ON-LOT _____ PUBLIC _____ OTHER

SEWAGE DISPOSAL: _____ ON-LOT _____ PUBLIC _____ OTHER

ZONING DISTRICT(S): _____

ZONING CONFLICTS/CHANGES: _____

LINEAR FEET OF NEW STREETS PROPOSED: _____

ARE THE PROPOSED STREETS TO BE DEDICATED? _____

TYPE OF OFF-STREET PARKING PROPOSED:
_____ GARAGES _____ DRIVEWAYS _____ OTHER _____ NONE

WILL CONSTRUCTION BE UNDERTAKEN IMMEDIATELY? _____

AVERAGE SELLING PRICE: \$ _____ LOT \$ _____ HOUSE/UNIT

ACREAGE PROPOSED FOR RECREATION OR OPEN SPACE: _____

I HEREBY ACKNOWLEDGE AND REQUEST REVIEW OF THIS APPLICATION. TO THE BEST OF MY KNOWLEDGE, ALL THE INFORMATION IDENTIFIED ABOVE IS TRUE, CORRECT AND COMPLETE. IN ADDITION, I HEREBY AUTHORIZE THE BOARD OF SUPERVISORS, PLANNING COMMISSION MEMBERS, ZONING OFFICER, CODE ENFORCEMENT OFFICER, TOWNSHIP MANAGER, TOWNSHIP ENGINEER, TOWNSHIP SOLICITOR AND TOWNSHIP SEWAGE ENFORCEMENT OFFICER TO ENTER THE EXTERIOR PREMISES OF THIS PROPERTY WHILE THE PROPOSED PLAN IS BEING CONSIDERED FOR MUNICIPAL APPROVAL. APPLICANT AND/OR LANDOWNER AGREES TO PAY ALL REASONABLE FEES INCURRED BY THE TOWNSHIP FOR STAFF OR CONSULTANT COSTS FOR REVIEWING AND COMMENTING ON THE PLAN(S).

APPLICANT'S SIGNATURE _____ DATE _____

LANDOWNER'S SIGNATURE _____ DATE _____

*****TOWNSHIP USE ONLY*****

APPLICATION FEE PAID: \$ _____ ESCROW REMITTED: \$ _____

DATE ACCEPTED FOR REVIEW: _____



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AMITY TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT CHECKLIST

	YES	N/A
<i>PRELIMINARY PLANS</i>		
1. Sheet Size:min 24"X36", max 36"X48"	_____	_____
2. Identifying Title of Subdivision or Land Development	_____	_____
3. Intended Use Compliant with Zoning Regulations	_____	_____
4. Record Plan	_____	_____
5. Existing Features Plan	_____	_____
6. Grading Plan	_____	_____
7. Stormwater Management Plan	_____	_____
8. Stormwater Management Report	_____	_____
9. Bridge & Culvert Design	_____	_____
10. Road Profile Plan	_____	_____
11. Utility and Signage Plan	_____	_____
12. Landscaping Plan	_____	_____
13. Construction Plan	_____	_____
14. Soil & Erosion and Sedimentation Control Plan	_____	_____
15. Planning Modules for Land Development	_____	_____
16. Wetlands Determination Report	_____	_____
17. Traffic Impact Study	_____	_____
18. Architectural Drawings/Building Elevations	_____	_____



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FINAL PLANS

- | | | | |
|-----|--|-------|-------|
| 1. | Sheet Size: min 24"X36", max 36"X48" | _____ | _____ |
| 2. | Identifying Title of Subdivision or Land Development | _____ | _____ |
| 3. | Record Plan | _____ | _____ |
| 4. | Phasing Plan | _____ | _____ |
| 5. | Existing Features Plan | _____ | _____ |
| 6. | Grading Plan | _____ | _____ |
| 7. | Road Profile Plan | _____ | _____ |
| 8. | Utility and Signage Plan | _____ | _____ |
| 9. | Landscaping Plan | _____ | _____ |
| 10. | Construction Details Plan | _____ | _____ |
| 11. | Soil Erosion and Sedimentation Control Plan | _____ | _____ |
| 12. | Outside Agency Approvals | _____ | _____ |
| | A. PaDot Highway Occupancy Permit | _____ | _____ |
| | B. Berks County Conservation District | _____ | _____ |
| | C. N.P.D.E.S. Permit | _____ | _____ |
| | D. PaDEP Planning Module Approval | _____ | _____ |
| | E. PaDEP Stream Encroachment Permits | _____ | _____ |
| | F. FEMA Floodplain CLOMR | _____ | _____ |
| | G. Amity Township Fire Marshall | _____ | _____ |
| | H. Amity Township Police Department | _____ | _____ |
| | I. Water Serviceability Approval | _____ | _____ |