

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

SUBMISSION OF A LAND DEVELOPMENT PLAN

FORMS TO BE SUBMITTED

- Land Subdivision Plan or Development Plan Review Application
- Land Subdivision Plan or Development Zoning Compliance Report
- Land Subdivision On-Site Sewage Disposal Report
- Escrow Fee Calculation Forms

REQUIREMENTS

Please contact the following agencies and deal directly with them regarding submittal of plans, etc:

Monroe County Conservation District (MCCD)
8050 Running Valley Road
Stroudsburg, PA 18360
570.629.3060 (phone)
570.629.3063 (fax)

Monroe County Planning Commission (MCPC)
Administrative Center
Christine Meinhart-Fritz, Planning Director
One Quaker Plaza, Room 106
Stroudsburg, PA 18360
570.517.3100 (phone)
570-517.3858 (fax)

Send one (1) copy of everything in the submission to the Township Engineer:

Russ R. Kresge, Jr. , Professional Engineer and Land Surveyor
5600 Kessler'sville Road
Easton, PA 18040
484.548.0808 (phone & fax)

Send Coolbaugh Township six (6) sets of plans and one (1) original plus one (1) copy of narrative, various reports, including but not limited to E&SPC, Stormwater, Drainage, etc.

TIMEFRAMES

Our Ordinance requires submission of plans 15 days in advance of the Planning Commission Meetings, which are held on the second Monday of the month at 6:30pm at the Coolbaugh Township Municipal Center. *Please be advised that the initial submission of plans will not be reviewed by the Township Engineer prior to the first PC Meeting you attend. The PC will discuss Official Acceptance of the plans for review at this meeting.*



COOLBAUGH TOWNSHIP PLANNING COMMISSION

5520 MUNICIPAL DR., TOBYHANNA, PA 18466 PHONE 570.894.8490 FAX 570.894.8413

LAND SUBDIVISION PLAN OR DEVELOPMENT PLAN REVIEW APPLICATION

Application is hereby made for review of the land subdivision plan or development plan and related data as submitted herewith in accordance with the Coolbaugh Township Land Subdivision and Development Regulations.

Final Plan Preliminary Plan Sketch Plan

1. Name of Subdivision or Development _____

2. Applicant Name _____ Phone # _____
(If corporation, list corporate name and the names of two officers of the corporation)

Address _____

3. Applicant's interest in subdivision or development (if other than property owner, give owner's name & address)

4. Engineer or Surveyor name _____ Phone # _____

Address _____

5. Type of subdivision or development proposed:

| | | |
|--|--|---|
| <input type="checkbox"/> Single Family Lots | <input type="checkbox"/> Townhouses | <input type="checkbox"/> Commercial Multi Lot |
| <input type="checkbox"/> Two Family Lots | <input type="checkbox"/> Garden Apartments | <input type="checkbox"/> Commercial One Lot |
| <input type="checkbox"/> Multi Family Lots | <input type="checkbox"/> Mobile Home Park | <input type="checkbox"/> Industrial Multi Lot |
| <input type="checkbox"/> Cluster Type Lots | <input type="checkbox"/> Campground | <input type="checkbox"/> Industrial One Lot |
| <input type="checkbox"/> Planned Residential Development | <input type="checkbox"/> Other (_____) | |

6. Type of sewage disposal proposed: Central Community On-site

7. Type of water supply proposed: Central Community On-site

8. New roads and / or streets proposed:

| | |
|----------------------------|----------------------------------|
| Atrerial _____ lineal ft. | Local access _____ lineal ft. |
| Connector _____ lineal ft. | Marginal access _____ lineal ft. |
| Collector _____ lineal ft. | Alleys _____ lineal ft. |
| Minor _____ lineal ft. | Private Access _____ lineal ft. |

Total lineal feet of new roads and / or streets proposed: _____ lineal ft.

9. Does plan abut or contain a State road? Yes No

Road number and name _____

10. Does plan abut or contain a Township road? Yes No

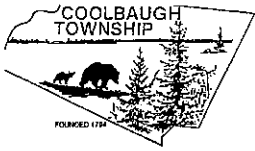
Road number and name _____

11. Roads and / or streets proposed for dedication to the Township _____ lineal ft.

12. Zonind gistrict of subdivision or development _____

13. Tax assessment number of subdivision or development _____

14. Deed of record Book volume _____ Page # _____ Date of deed _____



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LAND SUBDIVISION PLAN OR DEVELOPMENT PLAN REVIEW APPLICATION

15. Total acreage of subdivision or development _____

16. Total acreage of adjoining lands in same ownership _____

17. Total number of lots or units proposed _____

18. Average lot size _____ Minimum lot size _____

19. Average lot width _____ Minimum lot width _____

20. Average lot depth _____ Minimum lot depth _____

21. Average lot slope _____ Maximum lot slope _____

22. Are there any steep slope areas? Yes No Acreage _____

23. Are there any wooded areas? Yes No Acreage _____

24. Are there any rock outcrop areas? Yes No Acreage _____

25. Are there any flood hazard areas? Yes No Acreage _____

26. Are there any wetland areas? Yes No Acreage _____

27. Does a stream abut or traverse area? Yes No Name _____

28. General comments about subdivision or development _____

CERTIFICATE OF OWNERSHIP AND ACKNOWLEDGEMENT OF APPLICATION:
 COMMONWEALTH OF PENNSYLVANIA, COUNTY OF MONROE

On this the _____ day of _____, 20____, before me, the undersigned officer personally appeared _____ who being duly sworn, according to law, desposes and says that _____ are the owners of the property described in this application and that the application was made with _____'s knowledge and/or direction and does hereby agree with the said application and to the submission of the same.

 Property owner

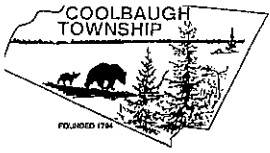
 Property owner

My commission expires _____, 20____

 Notary Public or Officer

THE UNDERSIGNED HEREBY CERTIFIES THAT TO THE BEST OF HIS KNOWLEDGE AND BELIEF THE INFORMATION AND STATEMENTS GIVEN ABOVE ARE TRUE AND CORRECT.

Signature of applicant _____



COOLBAUGH TOWNSHIP PLANNING COMMISSION
5520 MUNICIPAL DR., TOBYHANNA, PA 18466 PHONE 570.894.8490 FAX 570.894.8413
LAND SUBDIVISION PLAN OR DEVELOPMENT ZONING COMPLIANCE REPORT

Final Plan Preliminary Plan Sketch Plan

1. Name of subdivision or development _____

2. Zoning district of subdivision or development _____

3. Does subdivision or development abut a different zone? Yes No Zone _____

4. Is a zoning change involved? Yes No New Zone _____

5. Tax assessment number of subdivision or development _____

6. Type of subdivision or development proposed:

| | | |
|--|--|---|
| <input type="checkbox"/> Single Family Lots | <input type="checkbox"/> Townhouses | <input type="checkbox"/> Commercial Multi Lot |
| <input type="checkbox"/> Two Family Lots | <input type="checkbox"/> Garden Apartments | <input type="checkbox"/> Commercial One Lot |
| <input type="checkbox"/> Multi Family Lots | <input type="checkbox"/> Mobile Home Park | <input type="checkbox"/> Industrial Multi Lot |
| <input type="checkbox"/> Cluster Type Lots | <input type="checkbox"/> Campground | <input type="checkbox"/> Industrial One Lot |
| <input type="checkbox"/> Planned Residential Development | <input type="checkbox"/> Other (_____) | |

7. Type of sewage disposal proposed: Central Community On-site

8. Type of water supply proposed: Central Community On-site

9. Total acreage of subdivision or development _____

10. Total number of lots or units proposed _____

11. Minimum lot size in subdivision or development _____

12. Minimum lot width in subdivision or development _____

13. Minimum lot depth in subdivision or development _____

14. Are there any steep slope areas? Yes No Acreage _____

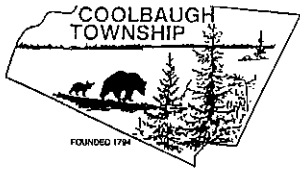
15. Are there any flood hazard areas? Yes No Acreage _____

16. General comments about subdivision or development _____

THE UNDERSIGNED HEREBY CERTIFIES THAT TO THE BEST OF HIS KNOWLEDGE AND BELIEF THE INFORMATION AND STATEMENTS GIVEN ABOVE ARE TRUE AND CORRECT.

Date _____

Signature of engineer or surveyor _____



COOLBAUGH TOWNSHIP PLANNING COMMISSION
5520 MUNICIPAL DR., TOBYHANNA, PA 18466 PHONE 570.894.8490 FAX 570.894.8413
LAND SUBDIVISION PLAN OR DEVELOPMENT ZONING COMPLIANCE REPORT

ALL INFORMATION BELOW IS TO BE COMPLETED BY THE TOWNSHIP ZONING OFFICER

_____ Subdivision or development conforms to the zoning ordinance.

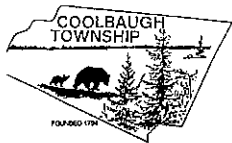
_____ Subdivision or development will conform to the zoning ordinance with the attached modifications.

_____ Subdivision or development does not conform to the zoning ordinance for the attached reasons.

_____ Subdivision or development is recommended for rejection as submitted for the attached reasons.

Date _____ Zoning Officer _____

It is understood that the conclusions rendered on this report do not cover individual permits as required by Zoning Ordinance number fifty-one or any permits required by other ordinances of Coolbaugh Township.



COOLBAUGH TOWNSHIP PLANNING COMMISSION
5520 MUNICIPAL DR., TOBYHANNA, PA 18466 PHONE 570.894.8490 FAX 570.894.8413
LAND SUBDIVISION PLAN ON-SITE SEWAGE DISPOSAL REPORT

Final Plan Preliminary Plan Sketch Plan

1. Name of subdivision or development _____

2. Type of subdivision or development proposed
 Single Family Lots Two Family Lots Multi Family Lots

3. Total acreage of subdivision _____

4. Total number of lots or units proposed _____

5. Average lot size _____ Minimum lot size _____

6. Average lot width _____ Minimum lot width _____

7. Average lot depth _____ Minimum lot depth _____

8. Average lot slope _____ Maximum lot slope _____

9. Are there any steep slope areas? Yes No Acreage _____

10. Are there any wooded areas? Yes No Acreage _____

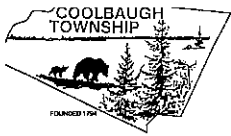
11. Are there any rock outcrop areas? Yes No Acreage _____

12. Are there any flood hazard areas? Yes No Acreage _____

13. Are there any wetland areas? Yes No Acreage _____

14. Does a stream abut or traverse area? Yes No Name _____

15. Type of water supply proposed Central Community On-site



COOLBAUGH TOWNSHIP PLANNING COMMISSION
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LAND SUBDIVISION PLAN ON-SITE SEWAGE DISPOSAL REPORT

16. Types of soil in the subdivision (Submit Soil Investigation Reports with this form)

| Symbol | Soil Type | Acreage | Slope | SCS Rating | DEP Grouping |
|--------|-----------|---------|-------|------------|--------------|
| | | | | | |
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| | | | | | |

THE UNDERSIGNED HEREBY CERTIFIES THAT TO THE BEST OF HIS KNOWLEDGE AND BELIEF THE INFORMATION AND STATEMENTS GIVEN ABOVE ARE TRUE AND CORRECT.

Date _____ Signature of engineer or surveyor _____

ALL INFORMATION BELOW IS TO BE COMPLETED BY THE TOWNSHIP SEWAGE ENFORCEMENT OFFICER

_____ Subdivision or development is suitable for on-site sewage disposal systems.

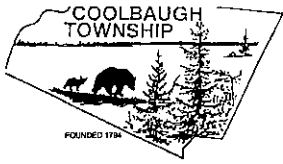
_____ Subdivision or development is suitable for on-site sewage disposal systems with the attached modifications.

_____ Subdivision or development is unsuitable for on-site sewage disposal systems for the attached reasons.

_____ Subdivision or development is recommended for rejection as submitted for the attached reasons.

Date _____ Reviewing Officer _____ Cert. # _____

It is understood that the conclusions rendered on this report do not cover installation of the individual sewage disposal systems. The design, construction and installation of each facility will be based upon specific testing of conditions affecting each building lot prior to the construction of any dwellings.



COOLBAUGH TOWNSHIP PLANNING COMMISSION
5520 MUNICIPAL DR., TOBYHANNA, PA 18466 PHONE 570.894.8490 FAX 570.894.8413
SOIL INVESTIGATION DATA AND PERCOLATION TEST REPORT

Name of subdivision _____

Person conducting tests _____ Phone # _____

Address _____

Test pit # _____ Soil type _____ Slope _____

Soil conservation service rating _____ DEP Grouping _____

Soil profile

| Inches | Description of each horizon |
|----------|-----------------------------|
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |

Percolation Rate _____ minutes/in. Average depth of percolation holes _____

Test pit # _____ Soil type _____ Slope _____

Soil conservation service rating _____ DEP Grouping _____

Soil profile

| Inches | Description of each horizon |
|----------|-----------------------------|
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |
| To _____ | _____ |

Percolation Rate _____ minutes/in. Average depth of percolation holes _____

I hereby certify that the above information is true and correct to the best of my knowledge and belief and that these tests were made by me in accordance with procedures required by the Pennsylvania Department of Environmental Protection and the Coolbaugh Township Land Subdivision and Development Regulations (Ord. #50).

Date _____

Registered Professional Engineer or Certified Sewage Enforcement Officer

Registration # _____

Sheet _____ of _____

SUBDIVISION AND LAND DEVELOPMENT PLANS**ESCROW FEES**

| | |
|---|-------------|
| Land Development Plan up to 10 acres; major subdivision plan up to 10 acres | \$5,000.00 |
| Land Development Plan over 10 acres; major subdivision plan over 10 acres | \$10,000.00 |
| Minor Subdivision Plan | \$1,000.00 |
| Natural Features & Conservation Ordinance (Not in conjunction with a Land Development Plan or Subdivision) | \$250.00 |
| Stormwater Ordinance | \$1,000.00 |

***All engineering and other appropriate consulting fees shall be paid by the applicant. To accomplish this end, for each project, the Township shall establish an escrow account with a deposit in the amount as outlined above. The invoiced fees plus an administrative fee of 20% will be deducted from the escrow account as incurred. When the project reaches a level of submitting an improvements agreement, \$1,000.00 will be retained in the escrow account to cover final engineering/consulting fees, and the remainder will be returned to the applicant. (In the unlikely event of insufficient funds in the escrow account, the applicant will be billed by the Township for the balance due.)**

Refer to escrow calculation form

Editors note: The current form is on file in the Township offices.