

# Subdivision and Land Development Review Application For Communities Without A Municipal Planning Commission



Lehigh Valley Planning Commission

615 Waterfront Drive, Suite 201,  
Allentown, PA 18102  
(610) 264-4544

## Site Information

**Project Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**Municipality:**     Chapman Borough     Slatington Borough  
                            Glendon Borough     West Easton Borough

**County:**     Lehigh     Northampton

**Tax Parcel ID:** \_\_\_\_\_

**Internal Use Only:**

**Date Received:** \_\_\_\_\_

**Date Accepted:** \_\_\_\_\_

## Project Details

**Plan Type:** *Check all that apply.*

Preliminary     Final     Exempt     Sketch (Feasibility)

**Submittal Type:** *Check one.*

Original     Subsequent

**Project Type:** *Check all that apply.*

Subdivision     Lot Consolidation     Lot Line Adjustment     Land Development     Sketch Plan (if required)  
 Stormwater Only Review

**Gross Acreage:** \_\_\_\_\_    **Disturbed Acreage:** \_\_\_\_\_    **Net Impervious Cover (Square Feet):** \_\_\_\_\_

**Proposed Lots:** \_\_\_\_\_    **Linear Feet New Street:** \_\_\_\_\_

**Water Supply**

Public     On-Lot     None  
 Other \_\_\_\_\_

**Sewer System**

Public     On-Lot     None  
 Other \_\_\_\_\_

**Non-Residential**

	<b>Gross Building Square Feet:</b>
<input type="checkbox"/> Commercial	_____
<input type="checkbox"/> Warehouse	_____
<input type="checkbox"/> Other Industrial	_____
<input type="checkbox"/> Office	_____
<input type="checkbox"/> Retail	_____
<input type="checkbox"/> Open Space + Recreation	_____
<input type="checkbox"/> Public + Quasi-Public	_____
<input type="checkbox"/> Institutional	_____
<input type="checkbox"/> Agricultural	_____
<input type="checkbox"/> Other	_____

**Residential**

	<b>Proposed Number of Units:</b>
<input type="checkbox"/> Apartment	_____
<input type="checkbox"/> Assisted-Living	_____
<input type="checkbox"/> Condominium	_____
<input type="checkbox"/> Single-Family Detached	_____
<input type="checkbox"/> Townhouse	_____
<input type="checkbox"/> Twin	_____
<input type="checkbox"/> Planned Residential	_____
<input type="checkbox"/> Other	_____

## Contact Information

**Applicant Name:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Engineer/  
Surveyor Name:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

**Record Property Owner** (if different than applicant)  
**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

*The undersigned Applicant represents that it has the authority to make this application and to the best of its knowledge and belief, all information provided herein is true, correct and complete in all respects. The undersigned Applicant (i) understands that incomplete applications will not be accepted (ii) agrees to remit the required review fee and (iii) agrees that LVPC may distribute and reproduce all submitted material for technical review purposes.*

**Applicant / Authorized Agent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Review Fee Calculation

**Exempt** (*Minor Subdivision, Lot Line Adjustment, Lot Consolidation: \$525*)

**Initial Submittal** (\$525) \_\_\_\_\_

**Subsequent Submittal** (\$100) \_\_\_\_\_

**Non-Residential\*** (*Rounded up to Nearest Whole Acre*)

**Sketch/Feasibility Plan:**

\$65 X \_\_\_\_\_ Acres = \_\_\_\_\_ + \$260 = \_\_\_\_\_

**Preliminary Plan or Final Plan:**

\$80 X \_\_\_\_\_ Acres = \_\_\_\_\_ + \$850 = \_\_\_\_\_

**Residential\***

**Sketch/Feasibility Plan:**

\$15 X \_\_\_\_\_ Dwelling Unit/Lot = \_\_\_\_\_ + \$260 = \_\_\_\_\_

**Preliminary Plan or Final Plan:**

\$50 X \_\_\_\_\_ Dwelling Unit/Lot = \_\_\_\_\_ + \$850 = \_\_\_\_\_

\*Excluding residual parcel not to be developed, if applicable

**Total Required Fee:** \_\_\_\_\_

Additional fee submittal required if expenses attributable to the application exceed initial fee deposited. No plan shall be approved unless all fees are paid in full. Any amounts deposited in excess of attributable expenses shall be refunded to the application subsequent to LVPC action on the application.

# Plan Submission Checklist

Complete this application and checklist, and submit with all required materials.

## ALL SUBMISSIONS

Review Fee

Seven complete set of **signed and sealed** plans

Seven complete set of **supplemental materials** based on submittal type

### PRELIMINARY PLANS

Five complete set of **application**

#### Additional Prints

PennDOT (if located on Pennsylvania State Route): Signed and sealed plan

Zoning Officer (if municipality has zoning officer): Signed and sealed plan

Zoning Officer (if municipality has zoning officer): Application

Adjacent Municipality (if project is located bordering another municipality): Signed and sealed plan

Adjacent Municipality (if project is located bordering another municipality): Application

Documentation of sanitary sewer service availability (if requesting public or community sewer service)

**Two copies** documentation from municipal sewage enforcement officer of on-lot sewage system planning module approval (if requesting private septic system)

Traffic impact study (if 100 or more residential, 20,000 SF or more commercial, 100,000 SF or more office, 200,000 SF or more industrial, other use generating 1,000 or more daily trips)

#### Northampton County only

Carbonate geology study (if located in area of carbonate geology) **Northampton County only**

Wetlands written determination or permit from US Army Corp of Engineers and/or PA Department of Environmental Protection (if wetlands or hydric soils)

Wetlands study if prepared for US Army Corp of Engineers and/or PA Dept of Environmental Protection (if wetlands or hydric soils)

### EXEMPT PLANS

Five complete set of **application**

#### Additional Prints

PennDOT (if located on Pennsylvania State Route): Signed and sealed plan

Zoning Officer (if municipality has zoning officer): Signed and sealed plan

Zoning Officer (if municipality has zoning officer): Application

Adjacent Municipality (if project is located bordering another municipality): Signed and sealed plan

Adjacent Municipality (if project is located bordering another municipality): Application

LVPC Engineer (if storm drainage or street, curb, sidewalk, sanitary sewer, public water, manuments, fire hydrants, street signs or shade trees): Signed and sealed plan

Letter of plan approval from agency, authority or utility (if requesting public or community water service)

Letter of plan approval from agency, authority or utility (if requesting public or community sewer service)

Documentation from municipal sewage enforcement officer of on-lot sewage system planning module approval (if requestion private septic system) **Two copies**

Legal description of areas offered for dedication (if applicable)

Copy of deed restrictions affecting title

Opinion of title

PennDOT highway occupancy permit (HOP) (if accessing Pennsylvania state route)

# Contact Information

## FINAL PLANS

Six complete set of **application**

### Additional Prints

- PennDOT (if located on Pennsylvania State Route and plan differs from previous submittal): Signed and sealed plan
- PennDOT (if located on Pennsylvania state route): Application
- Zoning Officer (if municipality has zoning officer): Signed and sealed plan
- Zoning Officer (if municipality has zoning officer): Application
- Adjacent Municipality (if project is located bordering another municipality): Signed and sealed plan
- Adjacent Municipality (if project is located bordering another municipality): Application
- County Conservation District (if soil erosion and sedimentation control permit is required): Signed and sealed plan
- County Conservation District (if soil erosion and sedimentation control permit is required): Application
- County Conservation District (if soil erosion and sedimentation control permit is required): Supplemental materials

- Letter of plan approval from agency, authority or utility (if requesting public or community water service)
- Letter of plan approval from agency, authority or utility (if requesting public or community sewer service)
- Documentation from municipal sewage enforcement officer of on-lot sewage system planning module approval (if requesting private septic system) **Two copies**
- Legal description of areas offered for dedication (if applicable)
- Opinion of title
- Copy of deed restrictions affecting title
- PennDOT Highway occupancy permit (HOP) (if located on Pennsylvania state route)
- Copy of executed subdivision improvements agreement
- Performance guarantee
- Maintenance guarantee

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## SKETCH/FEASIBILITY PLANS

Six complete sets of application

Letter of intent