



COOLBAUGH TOWNSHIP

5520 Municipal Drive, Tobyhanna, PA 18466

570-894-8490 Fax 570-894-8413

www.coolbaughtwp.org

Land Subdivision or Development Plan Review Application

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:

Keystone Consulting Engineers
Russ R. Kresge, Jr., Professional Engineer and Land Surveyor
5600 Kesslersville 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.*



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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

Name of Subdivision or Development _____

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

Address _____

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

Engineer or Surveyor Name _____ Phone _____

Address _____

Type of Subdivision or development proposed:

_____ Single Family Lots	_____ Townhouses	_____ Commercial Multi Lot
_____ Two Family Lots	_____ Garden Apartments	_____ Commercial One Lot
_____ Multi Family Lots	_____ Mobile Home Park	_____ Industrial Multi Lot
_____ Cluster Type Lots	_____ Campground	_____ Industrial One Lot
_____ Planned Residential Development	_____ Other _____	

Type of sewage disposal proposed: _____ Central _____ Community _____ On Site

Type of water supply proposed: _____ Central _____ Community _____ On Site

New Roads and/ or streets proposed:

Arterial _____ 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 if new roads and/ or streets proposed _____ lineal ft.

Does plan abut or contain a State Road? _____ Yes _____ No

Road number and name _____

Does the plan abut or contain a Township Road? _____ Yes _____ No

Road number and name _____



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

Zoning District of Subdivision or Development _____

Tax Assessment number of subdivision or development _____

Deed of Record Book volume _____ Page# _____ Date of Deed _____

Total acreage of subdivision or development _____

Total acreage of adjoining lands in same ownership _____

Total number of lots or units proposed _____

Average Lot Size _____ Minimum Lot Size _____

Average Lot Width _____ Minimum Lot Width _____

Average Lot Depth _____ Minimum Lot Depth _____

Average Lot Slope _____ Minimum Lot Slope _____

Are there any steep slopes areas? _____ Yes _____ No Acreage _____

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

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

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

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

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

General Comments about subdivision or development _____

Certificate of Ownership and Acknowledgement of Application:

Commonwealth of Pennsylvania, County of Monroe

On this _____ day of _____, 20____, before me, the undersigned officer personally appeared _____ who being duly sworn, according to law, deposes 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 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 _____



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Land Subdivision or Development Plan Review Application

Compliance Report

_____ Final Plan _____ Preliminary Plan _____ Sketch Plan

Name of Subdivision or Development _____

Zoning District of Subdivision or Development _____

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

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

Tax Assessment number of subdivision or development _____

Type of Subdivision or development proposed:

_____ Single Family Lots	_____ Townhouses	_____ Commercial Multi Lot
_____ Two Family Lots	_____ Garden Apartments	_____ Commercial One Lot
_____ Multi Family Lots	_____ Mobile Home Park	_____ Industrial Multi Lot
_____ Cluster Type Lots	_____ Campground	_____ Industrial One Lot
_____ Planned Residential Development	_____ Other _____	

Type of sewage disposal proposed: _____ Central _____ Community _____ On Site

Type of water supply proposed: _____ Central _____ Community _____ On Site

Total acreage of subdivision or development _____

Total number of lots or units proposed _____

Minimum lot size in subdivision or development _____

Minimum lot width in subdivision or development _____

Minimum lot depth in subdivision or development _____

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

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

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 _____



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Land Subdivision or Development Plan Review Application

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 (51) or any permits required by other ordinances of Coolbaugh Township.



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Land Subdivision or Development Plan Review Application

On-Site Sewage Disposal Report

_____ Final Plan _____ Preliminary Plan _____ Sketch Plan

Name of Subdivision or Development _____

Type of Subdivision Proposed _____ Single Family Lots _____ Two Family Lots _____ Multi Family Lots

Total acreage of subdivision _____

Total number of lots or units _____

Average lot size _____

Minimum lot size _____

Average lot width _____

Minimum lot width _____

Average lot depth _____

Minimum lot depth _____

Average lot slope _____

Minimum lot slope _____

Are there any steep slopes areas? _____ Yes _____ No Acreage _____

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

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

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

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

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

Type of water supply proposed _____ Central _____ Community _____ On Site

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

Symbol	Soil Type	Acreage	Slope	SCS Rating	DEP Grouping

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 Surveyor or Engineer _____



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On-Site Sewage Disposal Report

All information below is to be completed by the 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 dwelling.



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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 _____



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SUBDIVISION AND LAND DEVELOPMENT PLANS	ESCROW FEES
Application Fee	\$400.00
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) Stormwater Ordinance	\$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)