



## COOLBAUGH TOWNSHIP

5520 Municipal Drive, Tobyhanna, PA 18466

570-894-8490 Fax 570-894-8413

[www.coolbaughtwp.org](http://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 Tuesday 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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## Land Subdivision 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

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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## Land Subdivision or Development Plan Review Application

### 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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## Land Subdivision or Development Plan Review Application

### 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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<b>SUBDIVISION AND LAND DEVELOPMENT PLANS</b>	<b>ESCROW FEES</b>
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)