COOLBAUGH TOWNSHIP

5520 Municipal Drive, Tobyhanna, PA 18466
570-894-8490 Fax 570-894-8413
www.coolbaughtwp.org

LAND DEVELOPMENT APPLICATION

**All Land Development Plan applications and supplemental forms must be submitted online on the Coolbaugh Township website: www.coolbaughtwp.org , then click on Permit Submissions. You are still required to make one complete submission to the township including plans. Payment must be submitted online with the application. **

FORM TO BE SUBMITTED

- Plan Review Application
- 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 701 Main Street, Suite 405
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
Gregory S. Haas, Professional Engineer
863 Interchange Road, P.O. Box 639
Kresgeville, PA 18333-0639
610-681-5233 (phone)

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

TIMEFRAMES

Our Ordinance requires submission of plans 21 days in advance of the Planning Commission Meetings, which are held on the second Tuesday of the month at 6:30 pm 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.