

**NORTH CENTRE TOWNSHIP BOROUGH
MINOR SUBDIVISION APPLICATION**

APPLICATION NO. _____

1. **APPLICANT**

NAME: _____

ADDRESS: _____

PHONE AND EMAIL ADDRESS: _____

2. **OWNER OF RECORD**

NAME: _____

ADDRESS: _____

PHONE AND EMAIL ADDRESS: _____

3. **REGISTERED SURVEYOR/ENGINEER**

NAME: _____

ADDRESS: _____

PHONE AND EMAIL ADDRESS _____

4. **LOCATION/ADDRESS OF PROPERTY TO BE SUBDIVIDED:**

5. **COLUMBIA COUNTY TAX MAP DESCRIPTION:**

VOLUME _____ PAGE _____ LOT NUMBER _____

ATTACH A COPY OF THE CURRENT DEED OF RECORD FOR THE SUBJECT PROPERTY.

6. **LINEAR DIMENSIONS OF LOT(S) AND TOTAL AREA (SQUARE FEET AND ACREAGE) OF LOT PRIOR TO SUBDIVISION:**

7. **LINEAR DIMENSIONS OF EACH LOT AND TOTAL SQUARE FEET AND ACREAGE OF EACH LOT TO BE CREATED UPON SUBDIVISION APPROVAL**

LOT # 1 _____
LOT # 2 _____
LOT # 3 _____
LOT # 4 _____
LOT # 5 _____

* Lot #1 represents the remaining balance from the original lot of record to be subdivided to create the balance of new lots being proposed.

or

In the case of a lot line adjustment or lot unification plan, Lot # 1 shall represent the new lot size or sizes based upon lot line adjustments or lot unifications.

8. **ZONING DISTRICT(S) IN WHICH THE PROPERTY IS LOCATED:**

9. **HAS THE ZONING OFFICER REVIEWED THE PROPOSED SUBDIVISION?**

YES NO

BASED UPON THE ZONING OFFICER'S REVIEW, WILL ANY VARIANCES BE REQUIRED UNDER THE NORTH CENTRE TOWNSHIP ZONING ORDINANCE?

YES NO

IF YES, SPECIFY THE REQUIRED VARIANCES PER THE DECISION OF THE ZONING OFFICER.

10. **PROPOSED TYPE OF SEWAGE DISPOSAL:**

APPROPRIATE SEWAGE PLANNING MODULE IS REQUIRED IN ACCORDANCE WITH THE GOVERNING REGULATIONS OF THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

11. ARE ANY MODIFICATIONS/WAIVERS FROM THE NORTH CENTRE TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE REQUESTED?

YES NO

IF YES, SPECIFY BELOW THE REQUESTED MODIFICATIONS/WAIVERS AND SECTIONS AND/OR PROVISIONS OF THE ORDINANCE RELATED TO SUCH REQUEST.

ATTACH ADDITIONAL SHEETS AS NECESSARY

STATE IN FULL BELOW THE GROUNDS AND/OR FACTS OF UNREASONABLENESS OR HARDSHIP TO SUPPORT THE REQUESTED MODIFICATIONS/WAIVERS.

- 12. ATTACH A NARRATIVE REPORT, WITH SUFFICIENT DETAIL, ON NATURE OF PROPOSED DEVELOPMENT AND INTENDED USE AND DISPOSITION OF SUBDIVIDED PROPERTY.**
- 13. PROVIDE ONE ORIGINAL AND THREE COMPLETED COPIES OF THE MINOR SUBDIVISION APPLICATION WITH APPLICABLE TOWNSHIP FEES. PROVIDE FOUR (4) PREFOLDED COPIES AND ONE ELECTRONIC COPY IN A PDF FILE FORMAT UPON A USB FLASH DRIVE OF THE SUBDIVISION PLAN AND ALL SUPPORTING DATA.**
- 14. PROVIDE AS APPLICABLE FOUR (4) COPIES AND ONE ELECTRONIC COPY IN A PDF FILE FORMAT UPON A USB FLASH DRIVE OF THE FOLLOWING:**
- A. CERTIFICATION OF OWNERSHIP (CURRENT DEED).**
 - B. EXISTING AND PROPOSED EASEMENTS AND DEED RESTRICTIONS, IF ANY.**
 - C. APPROVED DEP SEWAGE PLANNING MODULE.**
 - D. IF APPLICABLE, APPROVED HIGHWAY OCCUPANCY PERMIT.**

- E. IF APPLICABLE, LETTERS OF CERTIFICATION FROM SUBJECT UTILITY COMPANIES INDICATING THAT PROPER WATER, SEWAGE, ELECTRICAL AND OTHER FACILITIES HAVE BEEN INSTALLED WITH CURRENT AVAILABLE SERVICE TO THE SUBJECT LOTS AND/OR ANY CONDITIONS REQUIRED FOR THE PROVISION OF SERVICE.

CERTIFICATION OF INFORMATION AND PAYMENT OF CONSULTING FEES

I _____ HEREBY CERTIFY THAT THE INFORMATION CONTAINED WITHIN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I FURTHER AGREE TO REIMBURSE NORTH CENTRE TOWNSHIP FOR ALL CONSULTING AND LEGAL FEES INCURRED BY NORTH CENTRE TOWNSHIP FOR REVIEW, INSPECTION AND ADMINISTRATIVE SERVICES RELATED TO THIS APPLICATION AND ACCOMPANYING PLANS AS SO REQUIRED AND DIRECTED BY NORTH CENTRE TOWNSHIP. SAID PAYMENT WILL BE MADE IN FULL WITHIN 30 DAYS FROM BILLING DATE INDICATED UPON THE INVOICE. I FURTHER CERTIFY AND AGREE TO PROVIDE THE NORTH CENTRE TOWNSHIP WITH "AS BUILT" DRAWINGS OF ALL IMPROVEMENTS PRIOR TO FINAL APPROVAL OF THE SUBDIVISION PLANS.

SIGNATURE OF APPLICANT/DEVELOPER

DATE

SIGNATURE OF OWNER
(OWNER OF RECORD AS PROVIDED BY DEED)

DATE

THE OWNER'S SIGNATURE IS ALWAYS REQUIRED. FAILURE TO PROVIDE OWNER'S SIGNATURE WILL RESULT IN YOUR APPLICATION BEING DEEMED INCOMPLETE AND IT WILL BE RETURNED TO YOU.

TO BE COMPLETED BY NORTH CENTRE TOWNSHIP

- A. TOWNSHIP APPLICATION FEE AND DATE RECEIVED:

- B. THE DATE PLANS AND APPLICATION WERE SUBMITTED OR MAILED TO COLUMBIA COUNTY PLANNING COMMISSION. _____

- C. FIRST MEETING DATE AT WHICH THIS SUBDIVISION PLAN WAS CONSIDERED BY THE NORTH CENTRE TOWNSHIP PLANNING COMMISSION:

D. ATTACH COMMENTS AND/OR RECOMMENDATIONS OF ANY CONSULTANT TO NORTH CENTRE TOWNSHIP AND COMMENTS OF THE COLUMBIA COUNTY PLANNING COMMISSION.

E. ATTACH AND/OR INDICATE THE RECOMMENDATION OF THE NORTH CENTRE TOWNSHIP PLANNING COMMISSION.

F. DECISION RENDERED AND DATE OF DECISION BY THE NORTH CENTRE TOWNSHIP BOARD OF SUPERVISORS.

G. DATE OF MAILING OF WRITTEN NOTIFICATION OF DECISION TO THE APPLICANT: _____.