

APPLICATION FOR SUBDIVISION OR LAND DEVELOPMENT APPROVAL

BOROUGH OF CAMP HILL
Camp Hill, Pennsylvania

File No. _____ Date of Application _____

Time Limit Date _____ Fees: Filing \$ _____
Recording \$ _____
Total \$ _____
County \$ _____

Project Name _____
Project Location / Address _____
Tax Parcel No(s) _____

Check One _____ Preliminary / Final _____ Subdivision
_____ Final _____ Land Development

Proposed Use _____
Zoning District(s) _____ Total Acreage _____

No. Of Lots _____ Average Lot Size _____

Public Water _____ Yes _____ No _____ Public Sewer _____ Yes _____ No _____
(if Subdivision)

Owner's Name _____ Phone No. _____
Address _____

Applicants Name _____ Phone No. _____

Address _____

Engineers / Architect Firm _____

Contact Person _____ Phone _____

Provide a general description of the proposed project:

Applicants Signature _____ Title _____

Date _____

**CAMP HILL BOROUGH
SUBDIVISION AND LAND DEVELOPMENT APPLICATION
APPLICANT'S TECHNICAL COMPLETENESS CHECKLIST**

The following checklist has been developed to assist the applicant in submitting data for a subdivision and land development application and to assist the Borough in its review of the application. It is based on the Camp Hill Borough Subdivision and Land Development Ordinance (SALDO) and follows the outline that the Borough Engineer uses for the review of the completeness of the plan. It is not intended to represent the Engineer's technical quality review of applications. Please refer to Camp Hill Borough's Subdivision and Land Development Ordinance for detailed instructions. It is necessary to submit this checklist to the Borough with the Application for Subdivision or Land Development Approval for all preliminary plans. If the Borough waives the requirement of submission of a preliminary plan, then the applicant must submit this checklist for the final plan.

No.	Item	SALDO * Location	Application Location **	Not Applicable
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Items Needed for Administrative Completeness of Preliminary Plan Submissions

1	Development or property name	Sec 403.1.B.(1)		
2	Owner's or applicant's name, address and telephone number	Sec 403.1.B.(9)(a)		
3	Name, address, telephone number and seal of professional engineer (PE)	Sec 403.1.B.(9)(b)		
4	Date that parcel being subdivided and/or developed was recorded	Sec 403.1.B.(9)(d)		
5	North point and scale	Sec 403.1.B.(9)(f)		
6	Certification of ownership and dedicatory statement signed by owner	Sec 403.1.B.(9)(g)		
7	Notary and recording statement block	Sec 403.1.B.(9)(h)		
8	Approval blocks for Planning Commission and Borough Council signatures	Sec 403.1.B.(9)(i)		
9	Location map at scale no less than 1-inch = 1,000 feet	Sec 403.1.B.(7)		
10	Existing natural features such as watercourses, wetlands, marshes, rock outcrops and wooded areas	Sec 403.1.B.		
11	All existing buildings, sewers, water mains, culverts, fire hydrants, and other features on or adjacent to tract	Sec 405.1.A.(12)		
12	Existing 2-foot contours	Sec 403.1.B.(6)		
13	Layout, names, and widths of rights-of-way and cartway of existing and proposed streets, alleys or easements	Sec 405.1.A.(14)		
14	Layout of lots showing approximate dimensions, lot numbers, and the approximate area of each lot	Sec 403.1.B.(2)		
15	Any parcels of land intended to be dedicated or reserved for public or semi-public areas	Sec 405.1.A.(16)		
16	100-year flood elevation through property	Sec 403.1.B.(9)		
17	Statement on presence of wetlands	Sec 403.1.B.(9)(p)		
18	Location of existing and proposed utility lines	Sec 403.1.B.(9)(k)		

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19	Sewage Facilities Planning Module	Sec 403.1.B.(9)(o)		
20	Storm Water Management Plan, including Drainage Plan containing all applicable provisions of Section 403 of the Borough's storm water management ordinance	Sec 403.1.A		
21	Clear sight triangle, in accordance with Exhibit VI of the SALDO for all intersections of streets and for driveways intersecting a street	Exhibit VI		
22	Supplemental tree planting plan where existing trees are removed along the street rights-of-way	Sec 508.1.B.		
23	Table showing conformance with applicable zoning requirements, including zoning district, proposed land usage, minimum lot size, minimum lot width, setback requirements, building coverage, impervious coverage, maximum building height, and off-street parking	Sec 403.1.B.(8)		
24	Request for any waivers or variances	Article IX		
Additional Requirements for Preliminary Plans				
25	For parcels within 100-year floodplain, location and elevation of proposed structures related to 100-year flood elevation	Sec 405.1.A.(19)		
26	Profile of each street, including grades	Sec 405.2.A.		
27	Plan and profile of sanitary sewers, storm sewers, and potable water lines	Sec 405.2.D.		
28	Erosion and Sedimentation Control Plan	Sec 403.1.A		
29	NPDES Permit application for storm water discharges during construction	Sec 405.2.E.		
30	Highway Occupancy Permit Application	Sec 403.1.B.(9)(r)		
31	Traffic Impact Study (when deemed necessary)	Sec 405.2.I.		
32	Landscaping plan, when deemed necessary by Planning Commission	Sec 508.1.C.		
Additional Requirements for Final Plans				
33	Primary control points, dimensions, angles, bearings, and other data describing all lots	Sec 407.1.A.(1)		
34	Tract boundary lines, rights-of-way lines of streets, easements, and other rights-of-way and property lines	Sec 407.1.A.(2)		
35	Location and description of all permanent survey monuments (should be permanent monument for each new lot)	Sec 407.1.A.(3)		
36	Statement by owner dedicating streets, r-o-w and any sites for public use which are to be dedicated (such as sanitary sewers)	Sec 407.1.A.(6)		
37	Proposed protective covenants running with the land	Sec 407.1.A.(7)		
38	Street lighting facilities	Sec 407.1.A.(9)		
39	Building setback lines on all lots	Sec 407.1.A.(13)		
40	Names or record owners of adjoining land	Sec 407.1.A.(15)		
41	Reference to recorded subdivision plats of adjoining platted land by record name, date, and number	Sec 407.1.A.(16)		
42	Certificate of agreement from water company to provide service	Sec 407.1.A.(20)(d)		
43	Stream encroachment permit	Sec 407.1.A.(20)(g)		

* Borough of Camp Hill Subdivision and Land Development Ordinance.

10-2008

** This is the reference to the page number or section location in your application.