

FINAL SUBDIVISION AND/OR LAND DEVELOPMENT PLAN CHECKLIST

Subdivision and/or Land Development Name:	Checklist Completed By:		
Applicant Name:	Date Completed:		
Final Plan Requirements	Concurrence		
	Yes	No	N/A
1) Plan scale of no less than 1 inch equals 50 feet or more than 1 inch equals 100 feet.			
2) Plan sheet size of 24 inches by 36 inches or 30 inches by 42 inches.			
3) Key map on each sheet and an overall index of sheets.			
4) Location map with the tract outlined.			
5) Dates of the original and revised plans.			
6) Name and address of the person who prepared the plan and related documents.			
7) Tract boundaries and individual lot boundaries with dimensions, bearings, and distances, closing with an error of not more than 1 foot in 10,000 feet.			
8) Dimensions noted in feet and one-hundredths of a foot and bearings to 15 seconds.			
9) Dimensions, metes, and bounds of the balance of the tract.			
10) Contiguous property boundaries with owners, addresses, and tax parcel numbers.			
11) Zoning on and adjacent to the tract with compliance notes.			
12) Floodway, flood- fringe, and the 1% annual chance flood using benchmarks.			
13) Intensity of use and use proposed in the municipal comprehensive plan.			
14) Existing contours identifying steep slopes and very steep slopes with a legend.			
15) Datum to which contours refer with references to known benchmarks and elevations.			
16) Existing surface water resources and other natural drainage features.			
17) Tree masses, hedgerows, and freestanding 12-inch caliper trees to be removed or retained.			
18) Existing vegetation noted in terms of species, type, and sizes.			
19) Natural resources as identified in the PNDI and County Natural Areas Inventory.			
20) Soil types as identified in the Soil Survey of Chester and Delaware Counties and soil characteristics shown in a table.			
21) Existing man-made features.			
22) Existing on and off-tract streets by type, state route, rights-of-way, and cartways.			
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23) Existing property lines, easements, and rights-of-way.			
24) Lot layout with numbers including street addresses, building setback lines, and buildable areas.			
25) Location of water supply on each lot.			
26) Location of percolation test pits and on-lot sanitary sewage disposal systems with anticipated flows.			
27) Black-line or blue-line paper prints.			
28) Signature blocks.			
29) Name of the subdivision and/or land development.			
30) Name and address of the landowner.			
31) Name and address of the applicant.			
32) North arrow and date.			
33) Written and graphic scale.			
34) Tract gross and net acreages and the net acreages of lots to the hundredths of a foot; and the number of lots, dwelling units, buildings, and other structures.			
35) Significant historic structures within the tract, including changes to them.			
36) Open space and/or recreational areas, including improvements.			
37) Streets with consideration of the existing street network.			
38) Number, type, and location of all structures.			
39) Location of parking areas and parking lots.			
40) Map at an appropriate scale showing the successive plan phases.			
41) Location of monuments and markers and a note indicating the materials and size used.			
42) Pedestrian circulation system and other improvements for general public use.			
43) Exact location of test pits where stormwater is to be disposed and a listing of absorption rates.			
44) Seal of the licensed engineer responsible for preparing the plans forming a part of the final subdivision and/or land development plan.			
45) Statement offering the dedication of the streets and other improvements.			
46) Statement indicating who is responsible for maintaining the tract improvements.			
47) Copy of the deed for the subject tract along with any existing covenants and/or restrictions.			
48) Final documents for any proposed covenants and/or restrictions upon the property and the final legal descriptions for all lots.			
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49) Statement on the types of buildings, other structures, and/or dwelling units, accompanied by elevation drawings.			
50) Final traffic impact study.			
51) Final phasing schedule.			
52) Planning module for land development as required by Act 537 of 1967.			
53) Statement indicating the method of water supply.			
54) Licensed engineer's report evidencing the ability to create a successful system for on-lot water supply.			
55) Evidence that public water will be supplied by a certificated public utility, a bona fide cooperative association of lot owners, or by a municipal corporation, authority, or utility.			
56) Statement indicating the method of sanitary sewage disposal.			
57) Licensed engineer's and/or sewage enforcement officer's report describing percolation test results and the ability to create a successful system for on-lot or community sewage disposal.			
58) Assurance letter from the public sanitary sewage disposal authority indicating its ability and willingness to make service available.			
59) Final drainage plan.			
60) Final improvements construction plan and a final profile(s) plan.			
61) Letter from the pipeline and/or transmission line company indicating the minimum setback requirements or a copy of an easement or grant of record.			
62) Conceptual plan that shows the prospective future street system and other improvements of the unused portion of the tract.			
63) Federal, state, County, etc. permits, agreements, approvals, and clearances.			
64) Other plans, documents, and submissions required by the municipality for final subdivision and/or land development plan approval.			
65) Notarized statement signed by the landowner indicating that the applicant has the approval of the owner for submitting the final subdivision and/or land development plan.			
66) Certification as to the accuracy of the final subdivision and/or land development plan and details of such plans shall be prepared in accordance with Act 367 of 1945.			
67) Note indicating that a PennDOT highway occupancy permit is required.			
68) Municipal Act 247 review fee.			
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69) Delaware County Application for Act 247 Review Form.			
70) Location, alignment, and width of all streets, driveways, rights-of-way, and easements and the identification of street names and their purpose.			
71) Location, alignment, and width of the pedestrian circulation system.			
72) Locations and heights of all structures and distances between buildings and between buildings and streets or property lines.			
73) Number of dwelling units, by type, number of bedrooms, and the location and square footage of floor space to be devoted to nonresidential use, together with use specifications.			
74) Location, square footage, and number of vehicular parking spaces in all parking areas, and specifications of type and size of other parking facilities.			
75) Location, alignment, and width of all loading areas and docks, signage, and curbing.			
76) Locations and widths of all private driveways and any controls at their intersections with streets carrying vehicular traffic.			
77) Final landscaping plan indicating precise types, quantities, and sizes of trees, shrubs, ground covers, and other landscaping elements.			
78) Final lighting plan indicating the precise location and height of light standards, their cut-off angle, and illumination value in accordance with all applicable municipal codes and ordinances.			
79) Locations and sizes of all public or common open space areas, recreational areas and facilities, and the ownership and maintenance, offers of dedication, or covenants governing their use.			
80) Schematic diagram of the stormwater management system.			
81) On-lot water supply system and a schematic layout of water lines.			
82) On-lot sanitary sewer disposal system and a schematic layout of sewer lines.			
83) Location and description of all adjacent off-tract improvements.			
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