## WHITE HAVEN BOROUGH SUBDIVISION / LAND DEVELOPMENT INSTRUCTIONS

## To all applicants:

- 1. Enclosed are the required materials to be submitted along with a new Subdivision and/or Land development submission.
- 2. All submittals must comply with all of the submission requirements of the White Haven Borough Subdivision and Land Development Ordinance.
- 3. Additional information may be required by White Haven Borough during the review process.
- 4. Should you have any questions concerning this material, please contact the Borough Manager or Secretary at (570) 443-9129.
- 5. Plans, applications, reports and supporting documents are due at the White Haven Borough Municipal Building <u>TWO WEEKS PRIOR</u> to the regularly scheduled Borough Council Meeting at which time Borough Council will accept the plans as being filed and refer them to the Borough Planning Commission for review at a public meeting.
- 6. Borough Council usually meets on the fourth Monday of every month at the White Haven Borough Municipal Building, 312 Main Street, White Haven, PA 18661 at 7:00 P.M.
- 7. The Borough Fees are as follows:

Minor Subdivision- \$250.00

Major Subdivision- \$450.00 plus \$10.00 for each lot or dwelling in the subject plan. Site/Land Development Plan- \$250.00

NOTE: The filing fees set forth above, does not include the fees that must be paid to third party agencies such as Luzerne County Engineering, Luzerne County Planning. The Applicant/Developer shall also be responsible for reimbursing the Borough for the fees incurred by its Professional Consultants with reviews, site inspections etc.

## **APPLICATION FOR SUBDIVISION / LAND DEVELOPMENT**

WHITE HAVEN BOROUGH, LUZERNE COUNTY, PA

An application shall be considered "complete" and officially filed/accepted by the Borough only if all requirements of the following requirements are met: (1) All Subdivision and Land Development Ordinance (SALDO) requirements; (2) All application/review fees have been paid; and (3) proof of submission to all third party agencies has been provided.  S  Fee Enclosed Check N						
1.	Project Name:					
2.	Type of Application:	Sketch (Land Development) Preliminary Land Development Final Land Development Preliminary/Final Land Development Sketch (Subdivision) Preliminary Major Subdivision Final Major Subdivision Preliminary/Final Minor Subdivision				
3.	Proposed Project/Site Information:	Total acreage of property to be developed/subdivided Total number of proposed lots Total number of proposed building lots If non-residential, total square footage of pr. building Total lineal feet of new roadways Are roadways intended to be public or private? Is concrete curbing proposed? Are sidewalks proposed? Are streetlights or parking lot lighting proposed? Total acreage of earth disturbance proposed Recreation (fee or facilities in place of fee) Are wetlands and/or floodplains to be impacted? Ownership of Existing Access Site Road (Private, Borough, County or State)				

Address (Line 1):   Address (Line 2):   Phone:   Fax:   Email:							
Address (Line 1):	4.	Property Owner:	Name:				
Address (Line 2):  Phone: Fax: Email:  Applicant: (If diff. than owner) Name:  Address (Line 1):  Address (Line 2):  Phone: Fax: Email:  Phone: Fax: Email:  Address (Line 2):  Phone: Fax: Email:  Address (Line 2):  Phone: Fax: Phone: Fax: Email:  Tax Map(s) Page(s) Page(s)  Attach a copy of the Current Deed of Record Information:  Attach a copy of the Current Deed of Record for the Subject Property.  Attach a copy of the Current Deed of Record for the Subject Property.  B. Zoning District(s) in which the property is located:  Yes No							
Phone: Fax: Email:  5. Applicant: (If diff. than owner)							
5. Applicant: (If diff. than owner)  Address (Line 1):  Address (Line 2):  Phone:  Fax:  Email:  7. Luzerne County Tax Map Description and Current Deed of Record Information:  Tax Map(s)  Deed Volume(s)  Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes  No							
Address (Line 1):							
Address (Line 1):	5.	= =	Name:				
Address (Line 2):							
Phone: Fax: Email:  6. Physical Location of Project:  7. Luzerne County Tax Map Description and Current Deed of Record Information:  Tax Map(s) Lot Number(s)  Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No							
7. Luzerne County Tax Map Description and Current Deed of Record Information:  Tax Map(s) Lot Number(s)  Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No							
7. Luzerne County Tax Map Description and Current Deed of Record Information:  Tax Map(s) Lot Number(s)  Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No							
Tax Map(s) Lot Number(s)  Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No	6.	•					
Tax Map(s) Lot Number(s)  Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No							
Deed Volume(s) Page(s)  Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No	7.	Luzerne County Tax Map Description and Current Deed of Record Information:					
Attach a copy of the Current Deed of Record for the Subject Property.  8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No		Tax Map(s) Lot Number(s)					
8. Zoning District(s) in which the property is located:  9. Has the Zoning Officer reviewed the proposed subdivision? YesNo							
9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No							
9. Has the Zoning Officer reviewed the proposed subdivision?  Yes No	8	Zoning District(s) in which the property is located:					
YesNo	<u> </u>	Zoming District(s) in	willon the pro	perty is located.			
YesNo	9	Hea the Zening Officer reviewed the proposed subdivision?					
	<u>.</u>			p. opoood dabai			
Dagga aport the Zonning Onlock 3 review will arry variances and/or opecial Exceptions be required:		Based upon the Zoning Officer's review will any Variances and/or Special Exceptions be required?					

	Yes	No			
	If yes, specify the required Variances and/or Special Exceptions per the decision of the Zoning Officer.				
			Borough Council will be conditioned nobtained prior to plan submission.	a upon obtaining zoning approval	
10.	Please described or attach a narrative describing the general nature of proposed development and intended use of the property to be subdivided and/or developed.				
11.	Are any modificatio	ns from th	e SALDO requested?		
	Yes		yes, please explain:		
		1			
	If additional space is needed, please attach your waiver requests or reference by notation on the plan.				
12.	Proposed Type of Sewage System:				
	Proposed Type of Water Supply:				
13.	Engineer /	Name			
	Surveyor:	Name:			
		Address (	ine 1):		
		Address (Line 2):			
		`	,		
		Phone:	Fax:	Email:	
14.	Attorney:	Name:			
		Address (Line 1):			
		Address (	Line 2):		
		Phone:	Fax:	Email:	
15.	Development	Si	ngle Family ResidentialMulti Far	nily Residential	

	Туре:						
		Commercial	Instituti	onal			
		Industrial	Recrea	tional			
		PRD					
		Describe Type if "other":					
		,					
16.	Certification of Info	Certification of Information and Payment of Consulting Fees:					
	I hereby certify that the information on this application is true and accurate to the best of my knowledge. I further agree to pay the fees for all "professional consultants" of White Haven Borough as that term is defined under Section 107(a) of the Pennsylvania Municipalities Planning Code, 53 P.S. Section 10107(a) fees incurred by White Haven Borough for the review of this application, accompanying plans, and for the inspection of site construction as required by White Haven Borough Zoning, SALDO and Building Ordinances. All payments shall be made to the Borough within 30 days of receipt of invoice from the Borough.						
	Signature of Applicant/Developer Date						
	Signature of Owner Date  (If not same as Applicant/Developer)						
	The individuals signing above or their designated representative must attend all Borough Planning and Council meetings where the application/plan will be discussed and/or voted upon. Failure to do so may result in denial or delay in the application/plan.						
17.	Application received	d by Borough		Signature			
				-			
18.	Council Meeting da	te to accept plan		Signature			
	Complete Submission Incomplete Submission Applicant Notified						