

**JEFFERSON TOWNSHIP
MAJOR SUBDIVISION APPLICATION**

1. **APPLICANT(S)**

NAME: _____

ADDRESS: _____

PHONE & EMAIL: _____

ATTACH ADDITIONAL SHEET FOR MULTIPLE APPLICANTS

2. **OWNER(S) OF RECORD**

NAME: _____

ADDRESS: _____

PHONE & EMAIL: _____

ATTACH ADDITIONAL SHEET FOR MULTIPLE OWNERS

3. **REGISTERED SURVEYOR/ENGINEER**

NAME: _____

ADDRESS: _____

PHONE & EMAIL: _____

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

5. **LACKAWANNA 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 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; ALL LOTS LESS THAN 1 ACRE IN SIZE MAY BE EXPRESSED ONLY IN SQUARE FEET:

LOT #1 _____

LOT #2 _____

LOT #3 _____

LOT #4 _____

LOT #5 _____

LOT #6 _____

LOT #7 _____

LOT #8 _____

ATTACH ADDITIONAL SHEETS AS NECESSARY

ATTACH COPIES OF PROPOSED DEED DESCRIPTIONS OF ALL LOTS TO BE CREATED.

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 JEFFERSON TOWNSHIP ZONING ORDINANCE?

YES NO

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

10. **ATTACH A NARRATIVE REPORT, WITH SUFFICIENT DETAIL ON THE NATURE OF PROPOSED DEVELOPMENT AND INTENDED USE AND DISPOSITION OF SUBDIVIDED PROPERTY.**
11. **ARE ANY MODIFICATIONS FROM THE JEFFERSON TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE REQUESTED?**

YES NO

IF YES, SPECIFY BELOW THE REQUESTED MODIFICATIONS 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 MODIFICATION(S).

ATTACH ADDITIONAL SHEETS IF NECESSARY

12. PROVIDE EIGHT (8) COMPLETED COPIES OF THE MAJOR SUBDIVISION APPLICATION WITH APPLICABLE TOWNSHIP FEES AND EIGHT (8) PREFOLDED COPIES OF THE SUBDIVISION PLAN AND SUPPORTING DATA.

AND

ONE (1) ELECTRONIC COPY OF THE ABOVE MATERIAL FORMATTED AS A PDF.

13. SUPPORTING DATA:

- A. CERTIFICATION OF OWNERSHIP (CURRENT DEED).
- B. EXISTING AND PROPOSED EASEMENTS AND DEED RESTRICTIONS, IF ANY.
- C. ENGINEERING PROFILES, TYPICAL CROSS-SECTIONS AND SPECIFICATIONS OF ALL PROPOSED IMPROVEMENTS.
- D. COMPLETED DEP SEWAGE PLANNING MODULE.
- E. ITEMIZED ESTIMATED COST OF ALL REQUIRED AND/OR PROPOSED IMPROVEMENTS.
- F. ANY OFFERS OF DEDICATION FOR STREETS OR OTHER REQUIRED PUBLIC IMPROVEMENTS.
- G. THE COMPLETED COPY OF THE APPLICABLE HIGHWAY OCCUPANCY PERMIT.
- H. A COMPLETE LISTING OF ALL PUBLIC UTILITY COMPANIES INTENDED TO PROVIDE SERVICE TO THE LOTS WITHIN THE SUBDIVISION AND A LETTER FROM EACH APPLICABLE UTILITY COMPANY INDICATING THAT SAID COMPANY CAN AND SHALL ADEQUATELY SERVE THE LOTS WITHIN THE PROPOSED SUBDIVISION, INCLUDING ANY CONDITIONS REQUIRED FOR THE PROVISION OF SERVICE.
- I. IF APPLICABLE, ANY OFFERS OF DEDICATION OF PROPOSED IMPROVEMENTS, SIGNED BY THE OWNER OF THE PROPERTY AND PROPERLY NOTARIZED.

I, _____, HEREBY CERTIFY THAT THE INFORMATION CONTAINED WITHIN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I FURTHER AGREE TO PAY FOR ALL CONSULTING FEES INCURRED BY JEFFERSON TOWNSHIP FOR THE REVIEW AND INSPECTION OF THIS APPLICATION AND ACCOMPANYING PLANS AS SO REQUIRED AND DIRECTED BY JEFFERSON 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

**TOWNSHIP WITH "AS BUILT" DRAWINGS OF ALL IMPROVEMENTS
PRIOR TO FINAL APPROVAL OF THE SUBDIVISION PLANS.**

SIGNATURE OF APPLICANT/DEVELOPER

DATE

SIGNATURE OF OWNER

DATE

SIGNATURE OF OWNER

DATE

OWNER OR OWNERS OF RECORD OF RECORD AS PROVIDED BY DEED.

**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 JEFFERSON TOWNSHIP

A. TOWNSHIP APPLICATION FEE AND DATE RECEIVED:

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

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

D. ATTACH COMMENTS AND/OR RECOMMENDATIONS OF ANY CONSULTANT
TO JEFFERSON TOWNSHIP AND COMMENTS OF THE LUZERNE COUNTY
PLANNING COMMISSION.

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

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

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