

NEWPORT TOWNSHIP

APPLICATION FOR MINOR SUBDIVISION OR MINOR LAND DEVELOPMENT

Please complete and return to BHW | suzanne@bhwinpections.net | Fax: 570.270.3892 | Ph: 570.270.3900

DATE OF APPLICATION:

APPLICATION TYPE (check one):

Minor Subdivision – Final Plan

Minor Land Development – Final Plan

OWNER INFORMATION

Name of Record Owner

Mailing Address

City / State / ZIP

Telephone

Email

APPLICANT INFORMATION (IF DIFFERENT FROM OWNER)

Name of Applicant

Mailing Address

City / State / ZIP

Telephone

Email

PROPERTY INFORMATION

Property Location / Address

Tax Parcel ID / Block & Lot Number

Zoning District(s)

Total Tract Area (acres / sq ft)

PROFESSIONAL PREPARER INFORMATION

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Registered Professional Engineer

Name

Address

Registration Number

Telephone

Email

Registered Land Surveyor

Name

Address

Registration Number

Telephone

Email

PROJECT DESCRIPTION

Proposed Name of Subdivision / Development

Brief Description of Proposed Use

Number of Proposed Lots (if Subdividing)

Type of Water Service (check one):

Public Water Individual Wells Other:

Type of Sewage Disposal (check one):

Public Sewer On-Lot Disposal Other:

REQUIRED SUBMISSIONS CHECKLIST

The following items must be submitted with this application (check all that apply and attach):

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- Preliminary Plat – see Section 701.2 of the Newport Township SALDO (6 sets of all required documentation at least 10 days prior to the scheduled meeting)
- Proof of ownership (copy of existing deed)
- Application fee (SALDO fee schedule at newporttownship.org)
- Luzerne County Planning Commission review fee (LCPC SALDO fee schedule at newporttownship.org)
- Highway Occupancy Permit OR deed restriction prohibiting development until permit secured
- Zoning Data Sheet
- Letter of commitment from public sewage authority (if applicable)
- Written certification from utility companies (water, gas, electric)
- Sewage Enforcement Officer's report and findings (if on-lot sewage)
- Copies of deed restrictions (existing and proposed)
- Copies of easement descriptions (existing and proposed)
- (2) Copies of Soil Survey Data
- (2) Copies of Percolation Tests in accordance with DEP
- All requirements aligned to Newport Township Stormwater Management Ordinance shall be completed
- Final Plan – see Section 701.3 and 701.4 of the Newport Township SALDO (3 black line or blueprints of the Final or Record Plat accompanied by a deed to all lands)
- Consulting fees deposit (if applicable)

ADDITIONAL INFORMATION

Attach a list of any variances, special exceptions, or waivers being requested.

APPLICANT CERTIFICATION

I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I understand that this application will be reviewed in accordance with the Newport Township Subdivision and Land Development Ordinance and that additional information may be required. I agree to pay all consulting fees incurred by the Township for the review of this application, plans, and supporting documentation.

I acknowledge that approval of this application does not guarantee approval of the Final Plan and that the Final Plan must meet all applicable requirements of the Township Ordinances.

Signature of Applicant / Owner

Date

Printed Name

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OFFICE USE ONLY

Date Received

Application Number

Fee Received: \$

County Fee Received: \$

Consulting Fee Deposit: \$

Payment Reference:

Payment Reference:

Payment Reference:

Completeness Review Date

Application Complete Application Incomplete – Deficiencies noted below:

Deficiencies / Notes

REVIEW / ACTION DATES

Planning Commission Review

Board of Supervisors Review

Final Action Date

Approved Approved with Conditions Denied

Notes / Conditions