

WILLIAMS TOWNSHIP PLANNING
WILLIAMS TWSP. MUNICIPAL BLDG
655 CIDER PRESS ROAD
EASTON, PA. 18042
PHONE 610-258-6788 FAX 610-258-6080
OFFICE HOURS: MONDAY thru FRIDAY 8:00 AM to 4:30 PM

Planning Application Revised 10-12-08
APPENDIX A
WILLIAMS TOWNSHIP
APPLICATION FORM FOR
SUBDIVISION OR LAND DEVELOPMENT

_____ New Submission _____ Resubmission

Date of Application _____ (to be filled in by Township Staff)

___ Sketch Plan Review
___ Preliminary Plan Name of Development _____
___ Final Plan
___ Minor Subdivision Location _____
___ Re subdivision
___ Boundary Line Adjustment
___ Planned Residential Development
___ Special Exception

Land Owner's Name _____ Telephone # _____

Address _____

Applicant's Name _____ Telephone # _____

Address _____

Plan Preparer's Name _____ Telephone # _____

Address _____

Total Acreage _____ Number of Lots _____

Water Supply: On lot well: _____ Public: _____ Other: _____

Sewage System: Private (on lot): _____ Public: _____ Other: _____

**WILLIAMS TOWNSHIP
SUBDIVISION OR LAND DEVELOPMENT
REVISED SEPTEMBER 16, 2010**

TOWNSHIP USE ONLY

Initial Review Received From Township Engineer: _____ (check off)

Reviewed by Zoning Officer: _____ (write in date)

Reviewed by Sewage Enforcement Officer: _____ (write in date or "NA")

Lehigh Valley Planning Commission Review: Date Sent to- _____

Final Action by Township Planning Commission: Date: _____

 Action Taken: _____

Final Action by Board of Supervisors: Date: _____

 Action Taken: _____

Date Applicant Notified of Board of Supervisors Final Action: _____

Township Staff Initial Review Comments: _____

PLANNING APPLICATION COMPLETE?

 _____ Township Secretary's initials _____ Township Managers initials

FEES COLLECTED?

 Application fee = \$ _____

 Escrow fee = \$ _____

 Professional fee = \$ _____

 _____ Township Secretary's initials _____ Township Managers initials

Section 704.B.
WILLIAMS TOWNSHIP
LOT LINE ADJUSTMENTS, ANNEXATIONS AND MINOR
REVISIONS OF APPROVED PLANS
CHECKLIST AND LIST OF SUBMITTAL REQUIREMENTS

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone No.: _____

Applicant's Signature: _____ Date: _____

*Insert "NA" in the "not Submitted" column if not applicable. Insert "W" in the "Not Submitted" column if a waiver is requested from the requirement.

	NOT	
_____	SUBMITTED	_____ SUBMITTED*

- | | | | |
|-------|-------|-----|--|
| _____ | _____ | 1. | Township application /review fee(s) / escrow |
| _____ | _____ | 2. | 15 copies of the Completed Application (see Appendix A) |
| _____ | _____ | 3. | 15 copies of this Checklist (using the photocopies of the pages in this Section) |
| _____ | _____ | 4. | 15 print copies of the complete Final Plans |
| _____ | _____ | 5. | A copy of completed County Subdivision and Land Development Review Application with any review fee charged by the LVPC (if required by the LVPC; Township permits the applicant to deliver directly to the LVPC) |
| _____ | _____ | 6. | Plans prepared on a standard sized sheet (such as 18"x24", 24"x36", 30"x42" or 36"x48") |
| _____ | _____ | 7. | Plans drawn at a scale of 1 inch equals 50 feet or other standard scale. |
| _____ | _____ | 8. | All dimensions set in feet and decimal parts thereof, and bearings in degrees, minutes and seconds. |
| _____ | _____ | 9. | Differentiation between existing and proposed features |
| _____ | _____ | 10. | Boundary line of the tract, shown as a heavy line |
| _____ | _____ | 11. | Words "Final Plan " and name of project on each sheet |
| _____ | _____ | 12. | Notarized Owners Statement – see Appendix C |
| _____ | _____ | 13. | Plan preparer's statement (See Appendix C) |

NOT
SUBMITTED SUBMITTED

- _____ _____ 14. Approval/review signature blocks for: Township Board of Supervisors, Township Planning Commission and Lehigh Valley Planning Commission (see Appendix C)
- _____ _____ 15. Location map at a standard scale (preferably 1"= 2000' or 1"= 800') showing the location of the project
- _____ _____ 16. North arrow, graphic scale, written scale
- _____ _____ 17. Date of plan and all subsequent revision dates and submission dates (especially noting if is revision of a previously approved plan) with space for future revision dates.
- _____ _____ 18. Existing and proposed lot lines and street rights-of ways
- _____ _____ 19. Existing building locations and type of land uses
- _____ _____ 20. Applicable zoning district and required minimum lot area
- _____ _____ 21. Minimum setback requirements shown for each lot
- _____ _____ 22. Note stating type of water and sewer service proposed (such as "municipal water and municipal sewer")
- _____ _____ 23. Lot width (at minimum building setback line) and lot area for each lot
- _____ _____ 24. Dimensions of each lot in feet
- _____ _____ 25. List of any Modifications or Waivers requested to this Ordinance
- _____ _____ 26. Provide most recent Title Search Report
- _____ _____ 27. Copy of written property easements and/or restrictions
- _____ _____ 28. Fully executed Professionals Service Agreement

C. Additional Information. The Planning Commission may require that a plan under this Section include the submission of additional information that would be required if the plan would be a final minor subdivision plan, if such information is necessary to determine compliance with this ordinance.

D. An annexation under this section shall be made part of the same lot with the same deed.

705. RECORDING PLANS. See Article IX.