

JACKSON TOWNSHIP
Zoning/Codes Enforcement Department
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APPLICATION CHECKLIST
IMPROVEMENT CONSTRUCTION PLAN

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Y_N_N/A_ Seven(7) copies of plans and all supplemental data required by Section 307, submitted Thirty(30) days prior to the next Planning Commission meeting date.

PLAN CONTENT:

A: Drafting Standards

- Y_N_N/A_ 1. Correct Engineering Scale
- Y_N_N/A_ 2. Correct Dimensions
- Y_N_N/A_ 3. Sufficient Survey Closure
- Y_N_N/A_ 4. Correct Sheet Size & Key Map
- Y_N_N/A_ 5. Overview Sheet
- Y_N_N/A_ 6. Plans are legible

B: Location & Identification

- Y_N_N/A_ 1. Project Name
- Y_N_N/A_ 2. Municipality Name(s) & Boundaries
- Y_N_N/A_ 3. Names of the Owner, Developer & Designer
- Y_N_N/A_ 4. Plan file number, date & revision date
- Y_N_N/A_ 5. North arrow, Graphic Scale, Written Scale
- Y_N_N/A_ 6. Accurate Tract Boundaries
- Y_N_N/A_ 7. Tract Acreage
- Y_N_N/A_ 8. Lot Marker Locations
- Y_N_N/A_ 9. Zoning District(s); Lot Sizes & Density Requirements
- Y_N_N/A_ 10. Location Map
- Y_N_N/A_ 11. Source of Title, Tax Map Reference
- Y_N_N/A_ 12. Copies of Deeds, Covenants
- Y_N_N/A_ 13. Parent Tract Deed Plotting from 1972

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- \ C: Existing Features
- Y_N_N/A_ 1. Existing Contours
- Y_N_N/A_ 2. Adjoining land owners & recorded plans
- Y_N_N/A_ 3. Adjoining features, within 200 feet
- Y_N_N/A_ a. Cart ways & right-of-ways
- Y_N_N/A_ b. Sewer & water lines, buildings, storm water facilities & right-of-ways
- Y_N_N/A_ c. Utility locations & right-of-ways
- Y_N_N/A_ d. Significant environmental & topographic features
- Y_N_N/A_ 4. On-site Features
- Y_N_N/A_ a. Cart ways & right-of-ways
- Y_N_N/A_ b. Sewer & water lines, buildings, storm water facilities & right-of-ways
- Y_N_N/A_ c. Utility locations & right-of-ways
- Y_N_N/A_ d. Size, condition & capacity of storm water facilities
- Y_N_N/A_ e. On lot sewage systems & wells
- Y_N_N/A_ f. Significant & environmental & topographic features
- Y_N_N/A_ g. Wetlands
- Y_N_N/A_ h. Steep Slope Areas
- Y_N_N/A_ i. Woodlands

**APPLICATION CHECKLIST
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D: Plan Information

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|----------|-----|--|
| Y_N_N/A_ | 1. | Street centerline & right-of-way descriptions |
| Y_N_N/A_ | 2. | Accurate lot line descriptions. |
| Y_N_N/A_ | 3. | Block & Lot Numbers |
| Y_N_N/A_ | 4. | Proposed features |
| Y_N_N/A_ | 5. | Number of Lots, units, density & land use |
| Y_N_N/A_ | 6. | Easements & right-of-ways |
| Y_N_N/A_ | 7. | Building envelope |
| Y_N_N/A_ | 8. | Buildings being demolished |
| Y_N_N/A_ | 9. | Typical street section |
| Y_N_N/A_ | 10. | Final street, sanitary sewer & water system profiles |
| Y_N_N/A_ | 11. | Final street names |
| Y_N_N/A_ | 12. | Proposed utilities |
| Y_N_N/A_ | 13. | Permanent monuments & lot line markers |
| Y_N_N/A_ | 14. | Detailed grading plans |
| Y_N_N/A_ | 15. | Identification of dedicated lands |
| Y_N_N/A_ | 16. | Table of Zoning bulk requirements |
| Y_N_N/A_ | 17. | Flood plain encroachments |
| Y_N_N/A_ | 18. | Penn Dot Highway access note |
| Y_N_N/A_ | 19. | Statements of variances, special exception & waivers |
| Y_N_N/A_ | 20. | Storm water management plans |
| Y_N_N/A_ | 21. | On-lot sewage tests & well locations |
| Y_N_N/A_ | 22. | Agricultural warning note |
| Y_N_N/A_ | 23. | Landscape plans |
| Y_N_N/A_ | 24. | On-lot sewage replacement area easements |
| Y_N_N/A_ | 25. | Clear site triangles & stopping site distances |
| Y_N_N/A_ | 26. | Tree & wood land locations |
| Y_N_N/A_ | 27. | Detailed schedule of inspections |
| Y_N_N/A_ | 28. | Traffic circulation plans |
| Y_N_N/A_ | 29. | Other required information |

**APPLICATION CHECKLIST
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E: Certificates, notifications & reports

1. Certificates

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|----------|---|
| Y_N_N/A_ | a. Plan Certification |
| Y_N_N/A_ | b. Survey Certification |
| Y_N_N/A_ | c. Storm Water Management Certification |
| Y_N_N/A_ | d. Review of Planning Commission |
| Y_N_N/A_ | e. Approval of Board of Supervisors |
| Y_N_N/A_ | f. Ownership certificate |
| Y_N_N/A_ | g. Mortgage certificate |
| Y_N_N/A_ | h. County Planning Certification |
| Y_N_N/A_ | i. Recorder of deeds certification |

2. Notifications

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|----------|--|
| Y_N_N/A_ | a. DEP planning module approval |
| Y_N_N/A_ | b. Public Utility Covenants |
| Y_N_N/A_ | c. Conservation covenants |
| Y_N_N/A_ | d. Postmaster approvals for street names |
| Y_N_N/A_ | e. Notification of areas not offered for dedication |
| Y_N_N/A_ | f. Township engineer/solicitor approval of construction or financial guarantee |
| Y_N_N/A_ | g. Approvals for water & sewer systems |
| Y_N_N/A_ | h. Private street agreement |
| Y_N_N/A_ | i. DEP/COE Permit approvals |
| Y_N_N/A_ | j. Penn DOT Highway Occupancy Permit |
| Y_N_N/A_ | k. Developers Agreement Approval |

3. Reports

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|----------|-----------------------------------|
| Y_N_N/A_ | a. Storm water report |
| Y_N_N/A_ | b. Traffic evaluation report |
| Y_N_N/A_ | c. Wet land report |
| Y_N_N/A_ | d. Water development impact study |
| Y_N_N/A_ | e. Zoning hearing decisions |

4. Filing fee