

APPENDIX C

BOROUGH OF SAINT CLAIR SUBDIVISION REGULATIONS

C.1 BOUNDARY LINE ADJUSTMENT
CHECKLIST

YES NO N/A

___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___

GENERAL SUBMISSION ITEMS - Does the submission include:

1. Two (2) copies of completed Application Form?
2. Two (2) copies of the Checklist?
3. Eight (8) copies of Final Plan (prints)?
4. Four (4) sets of Supportive Documents?
5. The required fee (in accordance with Borough Fee Schedule)?

SPECIFIC PLAN REQUIREMENTS

Drafting Standards - Does the Plan have:

___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___

6. Drawings at a size no larger than 24" x 36"?
7. A scale of 1"=50', 1"=100' or other approved scale?
8. Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds?
9. Sheets numbered and show relationship to the total number of sheets?
10. Revisions noted, if Plan is a revision of previously approved Plan?

General Information - Does the Plan have:

___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___
___ ___ ___

11. Name and location of line adjustment?
12. Names and addresses of:
 - landowner?
 - developer?
 - adjoining property owners?
13. Owners Statement of Intended Use?
14. Names, addresses, signatures, and seals of the licensed engineer and/or surveyor?
15. Approval/review signature blocks for:
 - Borough Planning Commission?
 - Borough Council?
 - County Planning Commission?
 - Recorder of Deeds?

YES NO N/A

___ ___ ___
___ ___ ___

16. Location Map at a suitable scale showing the relationship of the site to adjoining properties and streets?
17. Graphic and/or written scale?

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 18. | North arrow? |
| ___ | ___ | ___ | 19. | Date of plan and all subsequent revision dates? |
| ___ | ___ | ___ | 20. | Boundaries of all adjoining properties with names of landowners, and Deed Book Volume and page numbers? |
| ___ | ___ | ___ | 21. | The Deed Book volume and page number, as entered by the County Recorder, referencing the latest source of title to the land being subdivided? |
| ___ | ___ | ___ | 22. | Tax map sheet, block and lot number for the tract being subdivided? |
| ___ | ___ | ___ | 23. | Signed Owners Affidavit? |
| ___ | ___ | ___ | 24. | Notarized consent for the subdivision executed by the Owner or Equitable Owner? |
| ___ | ___ | ___ | 25. | Lot size(s) in acres? |
| ___ | ___ | ___ | 26. | All monuments illustrated, indicating set or found? |
| ___ | ___ | ___ | 27. | Rewritten deed(s)? |

Zoning Requirements - Does the Plan include the following zoning information:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 28. | Applicable zoning district? |
| ___ | ___ | ___ | 29. | Lot size and yard requirements? |
| ___ | ___ | ___ | 30. | Building setback line or building placement? |

CERTIFICATION OF ACCURACY

I, _____, HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON AS WELL AS ALL DRAWINGS BEARING MY SEAL ARE TRUE AND CORRECT AS TO ACCURACY AS REQUIRED BY THE BOROUGH OF SAINT CLAIR AND WERE PREPARED BY ME OR UNDER MY DIRECTION AND FOR WHICH I ACCEPT FULL RESPONSIBILITY, AND THAT THE PERIMETER MONUMENTS HAVE BEEN ACCURATELY PLACED AS REQUIRED.

DATE

SIGNATURE OF THE PROFESSIONAL RESPONSIBLE FOR THE PREPARATION OF THE PLAN

NOTE: THIS CHECKLIST IS BEING PROVIDED FOR THE CONVENIENCE OF THE APPLICANT. COMPLIANCE WITH THE CHECKLIST ITEMS DOES NOT GUARANTEE SUBDIVISION PLAN APPROVAL. IT IS THE RESPONSIBILITY OF THE APPLICANT TO ASSURE COMPLIANCE WITH ALL APPLICABLE SECTIONS OF THE REGULATIONS.

BOROUGH OF SAINT CLAIR SUBDIVISION REGULATIONS

C.2 MINOR SUBDIVISION
FINAL PLAN CHECKLIST

YES NO N/A

GENERAL SUBMISSION ITEMS - Does the submission include:

- | | | | | |
|-----|-----|-----|----|---|
| ___ | ___ | ___ | 1. | Two (2) copies of completed Application Form? |
| ___ | ___ | ___ | 2. | Two (2) copies of Final Plan Checklist? |
| ___ | ___ | ___ | 3. | Eight (8) copies of Final Plan (prints)? |
| ___ | ___ | ___ | 4. | Four (4) sets of Supportive Documents? |
| ___ | ___ | ___ | 5. | Approval letter from PennDOT and Highway Occupancy Permit and notice on Plan (if applicable)? |
| ___ | ___ | ___ | 6. | Review letter from Soil Conservation District? |
| ___ | ___ | ___ | 7. | The required fee (in accordance with Borough Fee Schedule)? |
| ___ | ___ | ___ | 8. | Planning Module(s) |

SPECIFIC PLAN REQUIREMENTS

Drafting Standards - Does the Plan have:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 8. | Drawings at a size no larger than 24" x 36"? |
| ___ | ___ | ___ | 9. | A scale of 1"=50', 1"=100' or other approved scale? |
| ___ | ___ | ___ | 10. | Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds? |
| ___ | ___ | ___ | 11. | Sheets numbered and show relationship to the total number of sheets? |
| ___ | ___ | ___ | 12. | Revisions noted, if Plan is a revision of previously approved Plan? |

General Information - Does the Plan have:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 13. | Name of Subdivision? |
| ___ | ___ | ___ | 14. | Names and addresses of: |
| ___ | ___ | ___ | • | landowner? |
| ___ | ___ | ___ | • | developer? |
| ___ | ___ | ___ | • | adjoining property owners? |
| ___ | ___ | ___ | 15. | Owners Statement of Intended Use of Subdivided Lot? |
| ___ | ___ | ___ | 16. | Names, addresses, signatures and seals of the licensed engineer and/or surveyor? |
| ___ | ___ | ___ | 17. | Approval/review signature blocks for: |
| ___ | ___ | ___ | • | County Planning Commission? |
| ___ | ___ | ___ | • | Borough Planning Commission? |
| ___ | ___ | ___ | • | Borough Council? |
| ___ | ___ | ___ | • | Recorder of Deeds? |
| ___ | ___ | ___ | 18. | Location Map at a suitable scale showing the relationship of the site to adjoining properties and streets within one thousand (1000') feet, and all zoning district and municipal boundaries within one thousand (1000') feet? |
| ___ | ___ | ___ | 19. | Graphic and/or written scale? |
| ___ | ___ | ___ | 20. | North arrow? |
| ___ | ___ | ___ | 21. | Date of plan and all subsequent revision dates? |
| ___ | ___ | ___ | 22. | Boundaries of all adjoining properties with names of landowners, tax numbers, Deed Book Volume and page numbers? |

YES NO N/A

- ___ ___ ___ 23. The Deed Book Volume and page number, as entered by the County Recorder, referencing the latest source of title to the land being subdivided?
- ___ ___ ___ 24. Tax map sheet, block and lot number for the tract being subdivided?
- ___ ___ ___ 25. Signed Owners Affidavit?
- ___ ___ ___ 26. Notarized consent for the subdivision executed by the Owner or Equitable Owner?

Natural Features - Does the Plan have the location of the following natural features on the site and within 100 feet of the site:

- ___ ___ ___ 27. Contour lines as required with elevation datum indicated?
- ___ ___ ___ 28. Watercourses, lakes, flood-prone, or flood-plain areas and wetlands with names, if any? Also, drainage easement where applicable?
- ___ ___ ___ 29. Rock outcrops, stone fields, or other significant topographical features?

Boundary Lines of Tract - Does the Plan show:

- ___ ___ ___ 30. Boundary lines of the area being subdivided with bearings and distances?
- ___ ___ ___ 31. Location and type of all existing monuments?

Man-Made Features - Does the Plan include the location of the following man-made features on the site and within 100 feet of the site:

- ___ ___ ___ 32. Sufficient bearings, length of lines, radii, arc lengths, street widths, right-of-way and easement widths of all lots, streets, rights-of-way, easements, and community or public areas to accurately and completely reproduce each and every course on the ground?
- ___ ___ ___ 33. Existing lot layout on the site?
- ___ ___ ___ 34. Historic sites or structures, including name and description?
- ___ ___ ___ 35. Sewer lines, stormwater drains and culverts, including but not limited to water lines and electric lines? Also, the size and invert elevation of all sewers, including location of manholes, inlets and culverts?
- ___ ___ ___ 36. Minimum utility easements and restrictive covenants and easements for purposes which might affect development?

Zoning Requirements - Does the Plan include the following zoning information:

- ___ ___ ___ 37. Applicable zoning district?
- ___ ___ ___ 38. Lot size and yard requirements?
- ___ ___ ___ 39. Building setback line or building placement?

Proposed Layout - Does the Plan include the following items and information regarding the proposed layout:

- ___ ___ ___ 40. Area in acres of parent tract, each subdivided lot and residue?
- ___ ___ ___ 41. Proposed lot layout with identification number and total number of lots?
- ___ ___ ___ 42. Lot width, depth and area?

YES	NO	N/A	
___	___	___	43. Rights-of-way, restrictive covenants and easements for all drainage, utilities and other purposes which might affect development, with designations of areas to be dedicated to the Borough?
___	___	___	44. Well location?
___	___	___	45. Primary leach field?
___	___	___	46. Soil probe location?
___	___	___	47. Percolation test location?
___	___	___	48. Storm drainage facilities or structures?
___	___	___	49. Private deed restrictions already imposed or to be imposed as a condition to sale?
___	___	___	50. All lots shall front on a public street?
___	___	___	51. Lots for annexation or not for further development shall be so noted.
___	___	___	52. A note identifying by lot number the subdivided lots without adequate street frontage that cannot be further subdivided.

SUPPORTIVE DOCUMENTS AND INFORMATION - Are the following items included in the submission:

___	___	___	53. Residual lands sketch?
___	___	___	54. Current deed of tract being subdivided?
___	___	___	55. Type of water system proposed with a letter of approval from the governing water authority when public water is proposed?
___	___	___	56. Type of sanitary sewer system proposed with a letter of approval from the governing sewer authority when public sewage is proposed?

CERTIFICATION OF ACCURACY

I, _____, HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON AS WELL AS ALL DRAWINGS BEARING MY SEAL ARE TRUE AND CORRECT AS TO ACCURACY AS REQUIRED BY THE BOROUGH OF SAINT CLAIR AND WERE PREPARED BY ME OR UNDER MY DIRECTION AND FOR WHICH I ACCEPT FULL RESPONSIBILITY, AND THAT THE PERIMETER MONUMENTS HAVE BEEN ACCURATELY PLACED AS REQUIRED.

DATE _____

SIGNATURE OF THE PROFESSIONAL RESPONSIBLE FOR THE PREPARATION OF THE PLAN

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BOROUGH OF SAINT CLAIR SUBDIVISION REGULATIONS

**C.3 MAJOR SUBDIVISION
PRELIMINARY PLAN CHECKLIST**

YES NO N/A

GENERAL SUBMISSION ITEMS - Does the submission include:

- | | | | | |
|-----|-----|-----|----|---|
| ___ | ___ | ___ | 1. | Two (2) copies of completed Application Form? |
| ___ | ___ | ___ | 2. | Two (2) copies of Preliminary Plan Checklist? |
| ___ | ___ | ___ | 3. | Six (6) copies of Preliminary Plan (prints)? |
| ___ | ___ | ___ | 4. | Four (4) sets of Supportive Documents? |
| ___ | ___ | ___ | 5. | Review letter from Soil Conservation District? |
| ___ | ___ | ___ | 6. | Review letter from PennDOT (if applicable)? |
| ___ | ___ | ___ | 7. | Review letter from appropriate Utility Companies? |
| ___ | ___ | ___ | 8. | The required fee (in accordance with Borough Fee Schedule)? |

SPECIFIC PLAN REQUIREMENTS

Drafting Standards for All Plans - Do the Plans have:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 9. | Plan drawings at a size no larger than 24" x 36"? |
| ___ | ___ | ___ | 10. | A scale of 1"=50', 1"=100' or other approved scale? |
| ___ | ___ | ___ | 11. | Profiles drawn at a vertical scale of: <ul style="list-style-type: none"> • Five (5') feet per inch or ten (10') feet per inch (for horizontal scale of 1"=50'), • Ten (10') feet per inch (for horizontal scale of 1"=100'), or • Other approved scale? |
| ___ | ___ | ___ | 12. | Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds? |
| ___ | ___ | ___ | 13. | Sheets numbered and show relationship to the total number of sheets? |
| ___ | ___ | ___ | 14. | An adequate legend indicating clearly which features are existing and which are proposed? |
| ___ | ___ | ___ | 15. | Revisions noted and dated? |
| ___ | ___ | ___ | 16. | A boundary line shown as a heavy line? |

General Information Required on all Plans - Do the Plans have:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 17. | A title "Preliminary Plan"? |
| ___ | ___ | ___ | 18. | Sheet Title (e.g., "Layout Plan")? |
| ___ | ___ | ___ | 19. | Name and location of subdivision or land development? |
| ___ | ___ | ___ | 20. | Graphic and/or written scales? |
| ___ | ___ | ___ | 21. | Date of Plan and all subsequent revision dates? |
| ___ | ___ | ___ | 22. | Names and addresses, signatures and seals of Engineer's and Surveyor's Statement (see Appendix D) of the licensed engineer, surveyor, architect, or landscape architect responsible for preparation of the Plan? |

**INFORMATION REQUIRED ON ALL LAYOUT PLANS, GRADING
AND STORM DRAINAGE PLANS, UTILITY PLANS AND EROSION
AND SEDIMENTATION PLANS**

YES NO N/A

General Information - Do the Plans have:

- | | | | |
|---|---|---|--|
| — | — | — | 23. North arrow? |
| — | — | — | 24. Site boundaries with closure of 1 in 10,000? |
| — | — | — | 25. Boundaries of all adjoining properties with names of landowners and tax numbers? |
| — | — | — | 26. Location and type of existing monuments? |

Natural Features - Do the Plans show:

- | | | | |
|---|---|---|--|
| — | — | — | 29. Contour lines with elevation datum indicated? |
| — | — | — | 30. Generalized slope areas (15 %-25 %, over 25 %)? |
| — | — | — | 31. Location and extent of various soil types with S.C.S. classification and DEP definitions for each? |
| — | — | — | 32. Forested areas? |
| — | — | — | 33. Watercourses, lakes, flood-prone or flood-plain areas and wetlands (with names, if any)? |

Man-Made Features - Do the Plans include the location of the following man-made features on the site being subdivided or developed:

- | | | | |
|---|---|---|--|
| — | — | — | 34. Streets and rights-of-way (including name and right-of-way widths) on the site and on immediately adjacent tracts? |
| — | — | — | 35. Existing lot layout on the site and on immediately adjacent tracts? |
| — | — | — | 36. Historic sites or structures, including name and description? |
| — | — | — | 37. Sewer lines, storm drains and culverts, including but not limited to water lines and electric lines? |
| — | — | — | 38. Bridges? |
| — | — | — | 39. Utility easements, restrictive covenants and easements for purposes which might affect development? |

Proposed Features - Do the Plans show?

- | | | | |
|---|---|---|--|
| — | — | — | 40. Layout of streets with centerlines, cartways and right-of-ways, and proposed names? |
| — | — | — | 41. Layout of lots with identification number? |
| — | — | — | 42. Building setback lines from all lot lines? |
| — | — | — | 43. The arrangement and use of buildings and parking areas in nonresidential developments and planned residential developments, with all necessary dimensions and number of parking spaces (elevations and perspective sketches of proposed buildings are encouraged)? |
| — | — | — | 44. Rights-of-way, restrictive covenants, and easements for all drainage, utilities or other purposes which might affect development? |

YES NO N/A

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 45. | Sidewalks and pedestrian paths? |
| ___ | ___ | ___ | 46. | Open space areas? |
| ___ | ___ | ___ | 47. | Recreation facilities? |
| ___ | ___ | ___ | 48. | Lot size and yard requirements? |
| ___ | ___ | ___ | 49. | Applicable zoning district? |
| ___ | ___ | ___ | 50. | All lots shall front on a public street. |
| ___ | ___ | ___ | 51. | Proposed monuments with reference to proposed improvements? |
| ___ | ___ | ___ | 52. | Well location? |
| ___ | ___ | ___ | 53. | Primary leach field? |
| ___ | ___ | ___ | 54. | Soil probe location? |
| ___ | ___ | ___ | 55. | Percolation test location? |

Layout Plan - Does the layout plan have:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 56. | Names and addresses of landowner? |
| ___ | ___ | ___ | 57. | Names and addresses of developer? |
| ___ | ___ | ___ | 58. | Names and addresses of adjoining property owners? |
| ___ | ___ | ___ | 59. | Owners Statement of Acknowledgement? |
| ___ | ___ | ___ | 60. | Approval/review signature blocks? |
| ___ | ___ | ___ | 61. | Location map at a scale of 1"=2000' or larger showing the relation of the site to adjoining properties, streets, zoning district boundaries, and municipal boundaries within one thousand (1000') feet? |
| ___ | ___ | ___ | 62. | Project Summary List? |

Proposed Features - Does the Layout Plan show:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 63. | Approximate dimensions, and areas of lots expressed in both square feet and acres? |
|-----|-----|-----|-----|--|

Streets

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 64. | Cartway and right-of-way width? |
| ___ | ___ | ___ | 65. | Centerline with bearings, distances, horizontal curve data and stations corresponding to the profile? |
| ___ | ___ | ___ | 66. | Right-of-way and curb lines with horizontal curve radii at intersections? |
| ___ | ___ | ___ | 67. | Beginning and end of proposed construction? |
| ___ | ___ | ___ | 68. | Tie-ins by courses and distances to intersection of all public roads, with their names and widths of cartway and right-of-way? |

Grading and Storm Drainage Plan - Does the Plan indicate:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 69. | Existing and proposed contour lines at intervals of five (5') feet (if slope is between 0% and 15%) and ten (10') feet (if slope is over 15%)? |
| ___ | ___ | ___ | 70. | Street centerline data and stations corresponding to the profile? |

YES NO N/A

Storm Drainage

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 71. | Location and size of facilities with stations corresponding to the profile? |
| ___ | ___ | ___ | 72. | Location of inlets with invert elevation of flow line and grade at the top of each inlet? |
| ___ | ___ | ___ | 73. | Watershed areas for each drainage structure or swale? |
| ___ | ___ | ___ | 74. | Property lines and ownership, with details of easements where required? |
| ___ | ___ | ___ | 75. | Beginning and end of proposed construction? |
| ___ | ___ | ___ | 76. | Location of all other drainage facilities and public utilities in the vicinity of storm drain lines? |
| ___ | ___ | ___ | 77. | Hydraulic design standards for culverts, bridge structures and/or other storm facilities? |
| ___ | ___ | ___ | 78. | Location and size of proposed drainage swales? |

Utility Plan - Does the Utility Plan show:
(If on-lot sanitary sewage disposal systems are proposed?)

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 79. | Existing and proposed contour lines at intervals of five (5') feet (if slope is between 0% and 15%) or ten (10') feet (if slope is over 15%)? |
| ___ | ___ | ___ | 80. | Proposed location of wells? |
| ___ | ___ | ___ | 81. | Proposed or typical location of dwelling? |
| ___ | ___ | ___ | 82. | Proposed location of subsurface disposal field? |
| ___ | ___ | ___ | 83. | Location of percolation test holes and soil probe pit? |

(If centralized sanitary sewers are proposed?)

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 84. | Location and size of line with stations corresponding to the profile? |
| ___ | ___ | ___ | 85. | Location of manholes with invert elevation of flow line and grade at the top of each manhole? |
| ___ | ___ | ___ | 86. | Property lines and ownership, with details of easements where required? |
| ___ | ___ | ___ | 87. | Beginning and end of proposed construction? |
| ___ | ___ | ___ | 88. | Location of laterals? |
| ___ | ___ | ___ | 89. | Location of all other drainage facilities and public utilities in the vicinity of sanitary sewer lines? |

(If centralized water system is being proposed?)

- | | | | | |
|-----|-----|-----|-----|-----------------------------------|
| ___ | ___ | ___ | 90. | Location and size of waterline? |
| ___ | ___ | ___ | 91. | Plans pertaining to water source? |
| ___ | ___ | ___ | 92. | Fire hydrants? |

(If on-lot water system is being proposed?)

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 93. | Location of all wells (existing and proposed)? |
| ___ | ___ | ___ | 94. | Street lighting? |

YES NO N/A

Erosion and Sedimentation Plan (If required) - Does the Plan:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 95. | Comply with D.E.P. Soil Erosion and Sedimentation Control Manual and regulations of the Schuylkill County Conservation District? |
| ___ | ___ | ___ | 96. | Use stormwater runoff calculations governed by the parameters set forth in Appendix I and Section 1120. |

Road Profiles - Do the road profiles include:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 97. | Profile of existing ground surface along centerline of street? |
| ___ | ___ | ___ | 98. | Proposed centerline grade with percent on tangents and elevations at fifty (50') foot intervals? |
| ___ | ___ | ___ | 99. | All vertical curve data including length, elevations, and minimum sight distance as required by Article 11? |

Sanitary Sewer and Storm Drain Profiles - Do the profiles include:

- | | | | | |
|-----|-----|-----|------|---|
| ___ | ___ | ___ | 100. | Profile of existing ground surface with elevations at top of manholes or inlets? |
| ___ | ___ | ___ | 101. | Profile of storm drain or sewer showing type and size of pipe, grade, cradle, manhole and inlet locations, and invert elevations along flow line? |
| ___ | ___ | ___ | 102. | All line crossings of other utilities? |
| ___ | ___ | ___ | 103. | Invert elevations along flow line at manholes, inlets, and at line crossing of other utilities: |

Construction Details - Are the following construction details included:

- | | | | | |
|-----|-----|-----|------|---|
| ___ | ___ | ___ | 104. | Typical cross-section and specifications for street construction as required by Article 11? |
| ___ | ___ | ___ | 105. | Drainage swale cross section and construction materials? |
| ___ | ___ | ___ | 106. | Pipe bedding details? |
| ___ | ___ | ___ | 107. | Storm drainage structures? |
| ___ | ___ | ___ | 108. | Sanitary sewer structures? |
| ___ | ___ | ___ | 109. | Curb and sidewalk details? |

SUPPORTIVE DOCUMENTS AND INFORMATION

- | | | | | |
|-----|-----|-----|------|---|
| ___ | ___ | ___ | 110. | Private deed restrictions or covenants already imposed or to be imposed as a condition of sale? |
| ___ | ___ | ___ | 111. | Map of all property holdings of the owner within one thousand (1,000') feet of the proposed subdivision, indicating the site of proposed subdivision? |
| ___ | ___ | ___ | 112. | A sketch plan of a proposed road system with any property holdings contiguous to the proposed subdivision? |
| ___ | ___ | ___ | 113. | Certification of Public Water Supply System? |

YES	NO	N/A	
—	—	—	114. Certification of a Centralized Sewage Disposal System?
—	—	—	115. Certification of On-Lot Sewage System?
—	—	—	116. Storm Drainage Calculations (see Appendix I)?
—	—	—	117. Development Statement and Schedule?
—	—	—	118. Statement of Compliance with Floodplain Regulations?
—	—	—	119. Current deed of Property being Subdivided?
—	—	—	120. Lots for annexation or not for further development shall be so noted.

CERTIFICATION OF ACCURACY

I, _____, HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON AS WELL AS ALL DRAWINGS BEARING MY SEAL ARE TRUE AND CORRECT AS TO ACCURACY AS REQUIRED BY THE BOROUGH OF SAINT CLAIR AND WERE PREPARED BY ME OR UNDER MY DIRECTION AND FOR WHICH I ACCEPT FULL RESPONSIBILITY, AND THAT THE PERIMETER MONUMENTS HAVE BEEN ACCURATELY PLACED AS REQUIRED.

DATE

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BOROUGH OF SAINT CLAIR SUBDIVISION REGULATIONS

C.4 MAJOR SUBDIVISION
FINAL PLAN CHECKLIST

YES NO N/A

GENERAL SUBMISSION ITEMS - Does the submission include:

- | | | | | |
|-----|-----|-----|----|---|
| ___ | ___ | ___ | 1. | Two (2) copies of completed Application Form? |
| ___ | ___ | ___ | 2. | Two (2) copies of Preliminary Plan Checklist? |
| ___ | ___ | ___ | 3. | Six (6) copies of Final Plan (prints)? |
| ___ | ___ | ___ | 4. | Four (4) sets of Supportive Documents? |
| ___ | ___ | ___ | 5. | Review letter from Soil Conservation District? |
| ___ | ___ | ___ | 6. | Review letter from PennDOT (if applicable)? |
| ___ | ___ | ___ | 7. | Review letter from appropriate Utility Companies? |
| ___ | ___ | ___ | 8. | The required fee (in accordance with Borough Fee Schedule)? |

SPECIFIC PLAN REQUIREMENTS

Drafting Standards for All Plans - Do the Plans have:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 9. | Plan drawings at a size no larger than 24" x 36"? |
| ___ | ___ | ___ | 10. | A scale of 1"=50', 1"=100' or other approved scale? |
| ___ | ___ | ___ | 11. | Profiles drawn at a vertical scale of <ul style="list-style-type: none"> • Five (5') feet per inch or ten (10') feet per inch (for horizontal scale of 1"=50'), • Ten (10') feet per inch (for horizontal scale of 1"=100') or • Other approved scale? |
| ___ | ___ | ___ | 12. | Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds? |
| ___ | ___ | ___ | 13. | Sheets numbered and show relationship to the total number of sheets? |
| ___ | ___ | ___ | 14. | An adequate legend indicating clearly which features are existing and which are proposed? |
| ___ | ___ | ___ | 15. | Revisions noted and dated? |
| ___ | ___ | ___ | 16. | A boundary line shown as a solid heavy line? |

General Information Required on all Plans - Do the Plans have:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 17. | A title "Final Plan"? |
| ___ | ___ | ___ | 18. | Sheet Title (e.g., "Layout Plan")? |
| ___ | ___ | ___ | 19. | Name and location of subdivision or land development? |
| ___ | ___ | ___ | 20. | Graphic and/or written scales? |
| ___ | ___ | ___ | 21. | Date of Plan and all subsequent revision dates? |
| ___ | ___ | ___ | 22. | Names and addresses, signatures and seals of the licensed Engineer, surveyor, architect or landscape architect responsible for preparation of the Plan? |

INFORMATION REQUIRED ON ALL LAYOUT PLANS, GRADING

**AND STORM DRAINAGE PLANS, UTILITY PLANS AND EROSION
AND SEDIMENTATION PLANS**

YES NO N/A

General Information - Do the Plans have:

- | | | | | |
|---|---|---|-----|--|
| — | — | — | 23. | North arrow? |
| — | — | — | 24. | Site boundaries with closure of 1 in 10,000? |
| — | — | — | 25. | Boundaries of all adjoining properties with names of landowners? |
| — | — | — | 26. | Location and type of existing monuments? |

Natural Features - Do the Plans show:

- | | | | | |
|---|---|---|-----|--|
| — | — | — | 27. | Contour lines with elevation datum indicated? |
| — | — | — | 28. | Generalized slope areas (15%-25%, over 25%)? |
| — | — | — | 29. | Location and extent of various soil types with S.C.S. classification and DEP definitions for each? |
| — | — | — | 30. | Forested areas? |
| — | — | — | 31. | Watercourses, lakes, flood-prone or flood-plain areas and wetlands (with names, if any)? |

Man-Made Features - Do the Plans include the location of the following man-made features on the site being subdivided or developed:

- | | | | | |
|---|---|---|-----|--|
| — | — | — | 32. | Streets and rights-of-way (including name and right-of-way widths) on the site and on immediately adjacent tracts? |
| — | — | — | 33. | Existing lot layout on the site and on immediately adjacent tracts? |
| — | — | — | 34. | Historic sites or structures, including name and description? |
| — | — | — | 35. | Sewer lines, storm drains and culverts, including but not limited to water lines and electric lines? |
| — | — | — | 36. | Bridges? |
| — | — | — | 37. | Utility easements, restrictive covenants and easements for purposes which might affect development? |

Proposed Features - Do the Plans show?

- | | | | | |
|---|---|---|-----|--|
| — | — | — | 38. | Layout of streets with centerlines, cartways and right-of-ways, and proposed names? |
| — | — | — | 39. | Layout of lots with identification number? |
| — | — | — | 40. | Building setback lines from all lot lines? |
| — | — | — | 41. | The arrangement and use of buildings and parking areas in nonresidential developments and planned residential developments, with all necessary dimensions and number of parking spaces (elevations and perspective sketches of proposed buildings are encouraged)? |
| — | — | — | 42. | Rights-of-way, restrictive covenants, and easements for all drainage, utilities or other purposes which might affect development? |

YES NO N/A

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 43. | Sidewalks and pedestrian paths? |
| ___ | ___ | ___ | 44. | Open space areas? |
| ___ | ___ | ___ | 45. | Recreation facilities? |
| ___ | ___ | ___ | 46. | Proposed monuments with reference to proposed improvements? |
| ___ | ___ | ___ | 47. | Lot size and yard requirements? |
| ___ | ___ | ___ | 48. | Applicable zoning district? |
| ___ | ___ | ___ | 49. | All lots shall front on a public street? |
| ___ | ___ | ___ | 50. | Well location? |
| ___ | ___ | ___ | 51. | Primary leach field? |
| ___ | ___ | ___ | 52. | Soil probe location? |
| ___ | ___ | ___ | 53. | Percolation test location? |

Protective Covenants - Do the Plans have protective covenants providing for:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 54. | Building setbacks? |
| ___ | ___ | ___ | 55. | Clear sight triangle easements? |
| ___ | ___ | ___ | 56. | Utility, drainage, and slope easements? |
| ___ | ___ | ___ | 57. | "Well and sewage disposal systems shall be constructed in accordance with recommended standards of the Pennsylvania Department of Environmental Resources" (if appropriate)? |
| ___ | ___ | ___ | 58. | "Individual owners of lots must apply to the Borough for a sewage permit prior to undertaking the construction of an on-lot sewage disposal system" (if appropriate)? |
| ___ | ___ | ___ | 59. | "The Borough of Saint Clair has not passed upon the feasibility of any individual lot or location within a lot being able to sustain any type of well or sewage disposal system" (if appropriate)? |

Plot Plan and Layout Plan Additional Information - Does the Plot Plan and Layout Plan have:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 60. | Names and addresses of landowner? |
| ___ | ___ | ___ | 61. | Names and addresses of developer? |
| ___ | ___ | ___ | 62. | Names and addresses of adjoining property owners? |
| ___ | ___ | ___ | 63. | Owners Statement of Acknowledgement? |
| ___ | ___ | ___ | 64. | Approval/review signature blocks? |
| ___ | ___ | ___ | 65. | Location map at a suitable scale showing the relation of the site to adjoining properties, streets, zoning district boundaries, and municipal boundaries within one thousand (1000') feet? |
| ___ | ___ | ___ | 66. | Project Summary List? |

Proposed Features - Does the Plot Plan and Layout Plan show the following additional information:

- | | | | | |
|-----|-----|-----|-----|---|
| ___ | ___ | ___ | 67. | Layout of lots, with identification number? |
|-----|-----|-----|-----|---|

Streets

- | | | | | |
|-----|-----|-----|-----|-----------------|
| ___ | ___ | ___ | 68. | Proposed names? |
|-----|-----|-----|-----|-----------------|

YES NO N/A

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 69. | Cartway and right-of-way width? |
| ___ | ___ | ___ | 70. | Centerline with bearings, distances, curve data? |
| ___ | ___ | ___ | 71. | Right-of-way and curb lines with radii at intersections? |
| ___ | ___ | ___ | 72. | Beginning and end of proposed construction? |
| ___ | ___ | ___ | 73. | Tie-ins by courses and distances to intersection of all public roads, with their names and widths of cartway and right-of-way? |
| ___ | ___ | ___ | 74. | Building setback lines? |
| ___ | ___ | ___ | 75. | Rights-of-way, restrictive covenants, and easements for all drainage, utilities, or other purposes which might affect development? |

Plot Plan Additional Information - Does the Plot Plan include the following additional information?

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 76. | Site boundaries with closure of 1 in 10,000? |
| ___ | ___ | ___ | 77. | Boundaries of all adjoining properties with names of landowners? |
| ___ | ___ | ___ | 78. | Location and type of existing monuments? |
| ___ | ___ | ___ | 79. | North arrow? |

Location of Existing Man-Made Features within 100 feet from the Tract Being Subdivided

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 80. | Streets and rights-of-way, including name and right-of-way widths, on the site and on immediately adjacent tracts? |
| ___ | ___ | ___ | 81. | Existing lot layout on the site and on immediately adjacent tracts? |
| ___ | ___ | ___ | 82. | Utility easements, restrictive covenants and easements for purposes which might affect development? |

Grading and Storm Drainage Plan - Does the Plan indicate:

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 83. | Existing and proposed contour lines at intervals of five (5') feet (if slope is between 0% and 15%) and ten (10') feet (if slope is over 15%)? |
| ___ | ___ | ___ | 84. | Street centerline data and stations corresponding to the profile? |

Storm Drainage

- | | | | | |
|-----|-----|-----|-----|--|
| ___ | ___ | ___ | 85. | Location and size of facilities with stations corresponding to the profile? |
| ___ | ___ | ___ | 86. | Location of inlets with invert elevation of flow line and grade at the top of each inlet? |
| ___ | ___ | ___ | 87. | Watershed areas for each drainage structure or swale? |
| ___ | ___ | ___ | 88. | Property lines and ownership, with details of easements where required? |
| ___ | ___ | ___ | 89. | Beginning and end of proposed construction? |
| ___ | ___ | ___ | 90. | Location of all other drainage facilities and public utilities in the vicinity of storm drain lines? |
| ___ | ___ | ___ | 91. | Hydraulic design standards for culverts, bridge structures and/or other storm facilities? |

YES NO N/A

___ ___ ___

92. Location and size of proposed drainage swales?

Utility Plan - Does the Utility Plan show:
(If on-lot sanitary sewage disposal systems are proposed?)

___ ___ ___

93. Existing and proposed contour lines at intervals of five (5') feet (if slope is between 0% and 15%) or ten (10') feet (if slope is over 15%)?

___ ___ ___

94. Proposed location of wells?

___ ___ ___

95. Proposed or typical location of dwelling?

___ ___ ___

96. Proposed location of subsurface disposal field?

___ ___ ___

97. Location of percolation test holes and soil probe pit?

(If centralized sanitary sewers are proposed?)

___ ___ ___

98. Location and size of line with stations corresponding to the profile?

___ ___ ___

99. Location of manholes with invert elevation of flow line and grade at the top of each manhole?

___ ___ ___

100. Property lines and ownership, with details of easements where required?

___ ___ ___

101. Beginning and end of proposed construction?

___ ___ ___

102. Location of laterals?

___ ___ ___

103. Location of all other drainage facilities and public utilities in the vicinity of sanitary sewer lines?

(If centralized water system is being proposed?)

___ ___ ___

104. Location and size of waterline?

___ ___ ___

105. Plans pertaining to water source?

___ ___ ___

106. Fire hydrants?

(If on-lot water system is being proposed?)

___ ___ ___

107. Location of all wells (existing and proposed)?

___ ___ ___

108. Street lighting?

Erosion and Sedimentation Plan (If required) - Does the Plan:

___ ___ ___

109. Comply with D.E.P. Soil Erosion and Sedimentation Control Manual and regulations of the Schuylkill County Conservation District?

___ ___ ___

110. Use stormwater runoff calculations governed by the parameters set forth in Appendix I and Section 1120.

Road Profiles - Do the road profiles include:

___ ___ ___

111. Profile of existing ground surface along centerline of street?

___ ___ ___

112. Proposed centerline grade with percent on tangents and elevations at fifty (50') foot intervals?

YES NO N/A

- ___ ___ ___ 113. All vertical curve data including length, elevations, and minimum sight distance as required by Article 11?

Sanitary Sewer and Storm Drain Profiles - Do the profiles include:

- ___ ___ ___ 114. Profile of existing ground surface with elevations at top of manholes or inlets?
___ ___ ___ 115. Profile of storm drain or sewer showing type and size of pipe, grade, cradle, manhole and inlet locations, and invert elevations along flow line?
___ ___ ___ 116. All line crossings of other utilities?
___ ___ ___ 117. Invert elevations along flow line at manholes, inlets, and at line crossing of other utilities:

Construction Details - Are the following construction details included:

- ___ ___ ___ 118. Typical cross-section and specifications for street construction as required by Article 11?
___ ___ ___ 119. Drainage swale cross section and construction materials?
___ ___ ___ 120. Pipe bedding details?
___ ___ ___ 121. Storm drainage structures?
___ ___ ___ 122. Sanitary sewer structures?
___ ___ ___ 123. Curb and sidewalk details?

SUPPORTIVE DOCUMENTS AND INFORMATION

- ___ ___ ___ 124. Private deed restrictions or covenants already imposed or to be imposed as a condition of sale?
___ ___ ___ 125. Deed of dedication together with an 8 1/2" plan of each such improvement?
___ ___ ___ 126. Nondedicated Streets Agreement?
___ ___ ___ 127. Open Space Agreement?
___ ___ ___ 128. Utilities Agreements and Permits?
___ ___ ___ 129. Storm Drainage Calculations (see Appendix I)?
___ ___ ___ 130. Development Statement and Schedule?
___ ___ ___ 131. Current deed of Tract being Subdivided?

CERTIFICATION OF ACCURACY

I, _____, HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON AS WELL AS ALL DRAWINGS BEARING MY SEAL ARE TRUE AND CORRECT AS TO ACCURACY AS REQUIRED BY THE BOROUGH OF SAINT CLAIR AND WERE PREPARED BY ME OR UNDER MY DIRECTION AND FOR WHICH I ACCEPT FULL RESPONSIBILITY, AND THAT THE PERIMETER MONUMENTS HAVE BEEN ACCURATELY PLACED AS REQUIRED.

DATE

SIGNATURE OF THE PROFESSIONAL RESPONSIBLE FOR THE PREPARATION OF THE PLAN

NOTE: THIS CHECKLIST IS BEING PROVIDED FOR THE CONVENIENCE OF THE APPLICANT. COMPLIANCE WITH THE CHECKLIST ITEMS DOES NOT GUARANTEE SUBDIVISION PLAN APPROVAL. IT IS THE RESPONSIBILITY OF THE APPLICANT TO ASSURE COMPLIANCE WITH ALL APPLICABLE SECTIONS OF THE REGULATIONS.