

**ARTICLE 6**  
**MINOR SUBDIVISION/LAND DEVELOPMENT**

**SECTION 601**      **ONLY FINAL PLAN REQUIRED**

The classification of a proposed subdivision as a "Minor Subdivision" shall only require the submission, review and approval of only a Final Plan. A land development classified as a "Minor Land Development" shall only require the submission, review and approval of only a Final Plan. The classification shall be based upon the definitions of terms "Minor Subdivision" and "Minor Land Development" as provided for under Article 2 of this Ordinance.

**SECTION 602**      **SUBMISSION PROCEDURE**

The submission procedure for a Minor Subdivision or Minor Land Development shall be in accordance with Section 303 of this Ordinance.

**SECTION 603**      **DISTRIBUTION OF PLAN**

The distribution of a Minor Subdivision Plan or Minor Land Development Plan shall be in accordance with Section 304 of this Ordinance.

**SECTION 604**      **DRAFTING STANDARDS FOR MINOR PLANS**

The Final Plan of a proposed minor subdivision or minor land development shall be in accordance with Section 402 of this Ordinance.

**SECTION 605**      **REQUIREMENTS FOR MINOR PLANS**

The Final Plan shall be noted as "Minor Subdivision Final Plan" or "Minor Land Development - Final Plan" and contain the following information:

- 605.1** Name and address of record owner, including certification of ownership which carries a Notarial Seal.
- 605.2** The name and address of the applicant, if different from owner.
- 605.3** Name of proposed subdivision or land development.
- 605.4** Name and address of registered engineer and/or registered land surveyor, responsible for the subdivision plan or land development plan, including certification of the accuracy of the plan for an error of closure not to exceed one (1) foot in ten thousand (10,000) feet and its conformance to the applicable provisions of this Ordinance.
- 605.5** North point, graphic scale and date, including the month, day and year that the original drawing was completed and the month, day and year that the original drawing was revised for each revision.

- 605.6 Total tract boundaries of the property being subdivided and/or developed, showing bearings and distances, and total size of the property, expressed in acreage and square feet.
- 605.7 The total number of proposed lots, within a subdivision, with identification numbers for each or for a land development, the location of buildings upon the lot with identification numbers for each.
- 605.8 The dimensions and area of all lots, expressed in both square feet and acres.
- 605.9 The Zoning District or Districts, delineated upon the Plan, along with the required building setback line and/or the proposed placement of each building shall be shown, and where corner lots are involved, the setback lines on both streets shall be shown.
- 605.10 The required yard setbacks, as provided in the Zoning Ordinance, for all lots along each street or in the case of a land development, the proposed placement of each building along each street and the proposed use of each building.
- 605.11 The location and dimensions of all existing structures, including accessory structures and off-street parking areas upon the subject property.
- 605.12 The distance of all existing structures to lot lines, front, rear and side, which will result upon approval of the plan.
- 605.13 The names of all adjoining property owners, including block and lot numbers from the Luzerne County Assessors Office.
- 605.14 All existing streets, public or private, including streets of record (recorded but not constructed) on or abutting the subject tract, including their names and right-of-way widths.
- 605.15 All existing sewer lines, water lines, fire hydrants, utility transmission lines, utility easements or right-of-ways, culverts, storm drains, bridges, railroad right-of-ways, and other significant man-made features located within the boundaries of the proposed subdivision or land development.
- 605.16 Existing watercourses, streams, ponds, wetlands, floodplain and/or flood prone areas, wooded areas, tree masses and rock outcrops within the proposed subdivision or land development.
- 605.17 With regard to wetlands, all plans must specifically address the subject of as to whether any wetlands are located upon the site. If no wetlands are located within the site, a certification of the absence of wetlands shall be so noted upon the plan, which is certified by a person with appropriate training and experience in the identification of wetlands. If wetlands are located within the site, a delineation of all wetlands boundaries, upon the site shall be provided by a person with appropriate training and experience in the identification of wetlands.

The inclusion of wetlands upon the site shall require a complete survey, delineation and total acreage of said wetlands boundaries included upon the plans. The total acreage of any wetlands area proposed to be disturbed shall also be indicated upon the plans.

Any parcels or portions thereof, which are not intended to be developed in any manner, including but not limited to new structures, shall be exempt from providing the above information subject to clearly indicating such areas upon the plan and including written notification of the same upon the plan as recorded.

605.18 Existing contour lines at vertical intervals of not greater than five (5) feet, when existing slopes are five (5%) percent or greater. Existing contour lines at vertical intervals of not greater than ten (10) feet, when existing slopes are less than five (5%) percent.

605.19 If the lots or development are to be serviced by individual on-lot sewage disposal a test pit for each lot shall be required. The following information shall be provided upon the plan:

- (a) the location of test pit sites.
- (b) the location of soil percolation test sites.
- (c) location and extent of various soil types within the site with DEP definitions for each.
- (d) proposed or typical location of building and/or structure with proposed location of wells, if applicable;
- (e) copy of the applicable report and findings of the Township's Sewage Enforcement Officer.

605.20 All easements, existing and/or proposed, including their location, dimensions and purpose.

#### SECTION 606      INFORMATION TO BE SUBMITTED WITH PLAN

The following information, as applicable, shall be submitted with the Final Plan of a Minor Subdivision or Minor Land Development.

- (a) Proof of ownership including a copy of the existing deed.
- (b) Application for Minor Subdivision Plan or Minor Land Development Plan, and the required fee.
- (c) Required fee for Luzerne County Planning Commission review.
- (d) If applicable, an approved Highway Occupancy Permit, as

required by Bear Creek Township, the Pennsylvania Department of Transportation and/or the Luzerne County Bridge Department or a deed restriction that prohibits development or improvements to the site or parcels to be created thereunder until the appropriate Highway Occupancy Permit is secured.

- (e) If applicable, a letter of commitment from the applicable Sewer Authority that said Authority can and shall adequately serve the proposed subdivision or land development and accept the conveyance of sewage for treatment and disposal, including any conditions required for the provision of service.
- (f) Written certification from the appropriate public utility company which authorizes and approves the provision of water, gas and electrical service for the proposed subdivision and/or land development, including any conditions required for the provision of service.
- (g) If applicable, the Sewage Enforcement Officer's report and findings regarding percolation testing of the site for suitability of the site for any proposed on-lot sewage system as required by DEP.
- (h) Copies of deed restrictions, those existing, and those to be included upon recording of plan.
- (i) Copies of description of easements, existing easements of record and any proposed easements to be included upon recording of plan.
- (j) If applicable, an appropriate Soil Erosion and Sedimentation Control Plan, approved by the Luzerne County Conservation District.
- (k) An appropriate Planning Module for Land Development, approved by DEP.
- (l) Any other information as required by the Board of Supervisors.
- (m) An executed written agreement under which the applicant agrees to fully reimburse the Township for any and all consulting fees incurred resulting from the review of plans, applications and supporting information, data and/or reports or studies, including but not limited to, any required Impact Analysis and site inspections of the property to insure compliance with the terms of approval and required improvements.

In providing for such an agreement, the Board of Supervisors, at its discretion, may require the applicant to establish an escrow account in a manner arranged for the Township's withdrawal of funds for the payment of consulting fees incurred by the Township.

SECTION 607      RECORDING OF PLAN

The applicant shall record the Final Plan in accordance with the requirements as set forth in Section 310 of this Ordinance.