

**DELAWARE TOWNSHIP**  
**Lot Improvement/ Subdivision**  
**Minimum Requirements**

\_\_\_\_\_  
Name of applicant

\_\_\_\_\_  
date

\_\_\_\_\_  
Chairman

As a minimum all application for approval of Lot Improvements/Subdivision under the provisions of Section 107.6.D of the Subdivision and Land Development Ordinance must be submitted on a properly executed plan (ten (10) copies) including:

**LOT IMPROVEMENT #** \_\_\_\_\_

- \_\_\_\_\_ 1. All Lots involved in the lot improvement, drawn to scale, wit the dimensions and acreage for each lot, both before and after the proposed change. (107.6.A.2)
- \_\_\_\_\_ 2. Identification of all lots as they exist prior to any proposed changes (ex lot 1, lot 2)
- \_\_\_\_\_ 3. Identification of all lots as they will result fro the proposed changes (ex lot 1A, lot2A)
- \_\_\_\_\_ 4. Dotted lines where existing lot lines are to be eliminated. (107.6.D.2.c)
- \_\_\_\_\_ 5. All existing improvements including but not limited to buildings, structures, roads, driveways, walls, outbuildings, ancillary structures, wells and sewage or septic systems shall be shown. If there are no improvements, the parcel(s) shall be labeled "UNIMPROVED"
- \_\_\_\_\_ 6. A statement that all resulting parcels may not be further subdivided without Township approval, and all such parcels must be specifically identified by the numbers or other symbols shown on the drawing. This requirement applies regardless of the size of the parcel. (107.6.D.2.e)
- \_\_\_\_\_ 7. A statement that any parcels resulting from the lot improvement, including any remaining lands, comply in all respects with the provisions of the Subdivision and Land Development Ordinance. (107.6.D.2.f)
- \_\_\_\_\_ 8. Signature blocks for both the Planning Commission and the Board of Supervisors. (107.6.D.2.g)
- \_\_\_\_\_ 9. Identification and address of the property owner, the date of submission and sufficient information to locate the parcel accurately. (107.6.D.2.h)
- \_\_\_\_\_ 10. Name, license number, seal and signature of the Pennsylvania registered/ certified surveyor or

engineer who prepared the plan. (107.6.D.2.i)

- \_\_\_\_\_ 11. The Applicant shall submit an original and one (1) copy of the deed describing the newly combined lots, which shall be fully executed in recordable form, showing metes and bounds. In addition, the Applicant shall submit for review, copies of the existing recorded deeds to verify ownership of the property being combined. (107.6.D.3)
- \_\_\_\_\_ 12. The Applicant shall show the names of all adjoining lot owners with deed book and page number of each (107.6.B.6)
- \_\_\_\_\_ 13. A North arrow, indicating whether the meridian is magnetic or true; if magnetic, year of meridian must be shown. ( 107.6.A.19)
- \_\_\_\_\_ 14. A letter from Pike County Planning Commission with their comments. (107.4.C.1)
- \_\_\_\_\_ 15. Date of submission. (107.6.A.18)

In addition to these minimum requirements, the township may require such additional information as it deems necessary to insure that all requirements of the Subdivision and Land Development Ordinance have been complied with.

A fee of \$100.00 must be paid at the time the plan is submitted. (107.5)

The plans must be submitted to the Planning Commission Secretary the Friday before its regular meeting at the Township Municipal Building, Wilson Hill Road, Dingmans Ferry, PA (107.4.A)

### **ADDITIONAL COMMENTS:**