



**BEAR CREEK TOWNSHIP
MINOR SUBDIVISION APPLICATION**

Revised 3-6-08

**BEAR CREEK TOWNSHIP
3333 Bear Creek Boulevard
Bear Creek Township PA 18702
Phone (570) 822-2260
Fax (570) 704-0237**

APPLICATION NO. _____ OF _____

1. **APPLICANT(S)**

NAME: _____

ADDRESS: _____

PHONE: _____

ATTACH ADDITIONAL SHEET IF NECESSARY

2. **OWNER(S) OF RECORD**

NAME: _____

ADDRESS: _____

PHONE: _____

ATTACH ADDITIONAL SHEET IF NECESSARY

3. **REGISTERED SURVEYOR/ENGINEER**

NAME: _____

ADDRESS: _____

PHONE: _____

4. **LOCATION/ADDRESS OF PROPERTY TO BE SUBDIVIDED:**

5. **LUZERNE COUNTY TAX MAP DESCRIPTION:**

VOLUME _____ PAGE _____ LOT NUMBER _____

ATTACH A COPY OF THE CURRENT DEED OF RECORD FOR THE SUBJECT PROPERTY.

6. **LINEAR DIMENSIONS OF LOT AND TOTAL AREA (SQUARE FEET AND ACREAGE) OF LOT PRIOR TO SUBDIVISION:**

7. **LINEAR DIMENSIONS OF EACH LOT AND TOTAL SQUARE FEET AND ACREAGE OF EACH LOT TO BE CREATED UPON SUBDIVISION APPROVAL; ALL LOTS LESS THAN 1 ACRE IN SIZE MAY EXPRESSED ONLY IN SQUARE FEET:**

LOT #1* _____

LOT #2 _____

LOT #3 _____

- * Lot #1 will represent the remaining balance from the original lot of record which will be subdivided to create Lot # 2 and Lot #3.

ATTACH COPIES OF PROPOSED DEED DESCRIPTIONS OF ALL LOTS TO BE CREATED.

8. **ZONING DISTRICT(S) IN WHICH THE PROPERTY IS LOCATED:**

9. **HAS THE ZONING OFFICER REVIEWED THE PROPOSED SUBDIVISION?**

YES NO

BASED UPON THE ZONING OFFICER'S REVIEW, WILL ANY VARIANCES BE REQUIRED UNDER THE BEAR CREEK TOWNSHIP ZONING ORDINANCE?

YES NO

IF YES, SPECIFY THE REQUIRED VARIANCES PER THE DECISION OF THE ZONING OFFICER.

10. **PROPOSED TYPE OF SEWAGE DISPOSAL:**

APPROPRIATE DEP SEWAGE PLANNING MODULE IS REQUIRED IN ACCORDANCE WITH THE GOVERNING REGULATIONS OF THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

11. **ATTACH A NARRATIVE REPORT, WITH SUFFICIENT DETAIL, ON NATURE OF PROPOSED DEVELOPMENT AND INTENDED USE AND DISPOSITION OF SUBDIVIDED PROPERTY.**

12. **ARE ANY MODIFICATIONS FROM THE BEAR CREEK TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE REQUESTED?**

YES NO

IF YES, SPECIFY BELOW THE REQUESTED MODIFICATIONS AND SECTIONS AND/OR PROVISIONS OF THE ORDINANCE RELATED TO SUCH REQUEST.

ATTACH ADDITIONAL SHEETS AS NECESSARY

STATE IN FULL BELOW THE GROUNDS AND/OR FACTS OF UNREASONABLENESS OR HARDSHIP TO SUPPORT THE REQUESTED MODIFICATION(S).

ATTACH ADDITIONAL SHEETS IF NECESSARY

13. **PROVIDE FIFTEEN (15) COMPLETED COPIES OF THE MAJOR SUBDIVISION APPLICATION WITH APPLICABLE TOWNSHIP FEES AND FIFTEEN (15) PREFOLDED COPIES OF THE SUBDIVISION PLAN AND SUPPORTING DATA.**
14. **ATTACH FIFTEEN (15) COPIES OF:**
 - A. **CERTIFICATION OF OWNERSHIP (CURRENT DEED).**
 - B. **EXISTING AND PROPOSED EASEMENTS AND DEED RESTRICTIONS, IF ANY.**
 - C. **ENGINEERING PROFILES, TYPICAL CROSS-SECTIONS AND SPECIFICATIONS OF ALL PROPOSED IMPROVEMENTS.**
 - D. **COMPLETED DEP SEWAGE PLANNING MODULE.**
 - E. **ITEMIZED ESTIMATED COST OF ALL REQUIRED AND/OR PROPOSED IMPROVEMENTS.**
 - F. **ANY OFFERS OF DEDICATION FOR STREETS OR OTHER REQUIRED PUBLIC IMPROVEMENTS.**
 - G. **THE COMPLETED COPY OF THE APPLICABLE HIGHWAY OCCUPANCY PERMIT.**
 - H. **A COMPLETE LISTING OF ALL PUBLIC UTILITY COMPANIES INTENDED TO PROVIDE SERVICE TO THE LOTS WITHIN THE SUBDIVISION AND A LETTER FROM EACH APPLICABLE UTILITY COMPANY INDICATING THAT SAID COMPANY CAN AND SHALL ADEQUATELY SERVE THE LOTS WITHIN THE PROPOSED SUBDIVISION, INCLUDING ANY CONDITIONS REQUIRED FOR THE PROVISION OF SERVICE.**
 - I. **IF APPLICABLE A COPY OF ALL DOCUMENTATION REGARDING THE HOMEOWNER'S ASSOCIATION RESPONSIBLE FOR ANY MAINTENANCE OF REQUIRED IMPROVEMENTS**
 - J. **IF APPLICABLE, ANY OFFERS OF DEDICATION OF PROPOSED IMPROVEMENTS, SIGNED BY THE OWNER OF THE PROPERTY AND PROPERLY NOTARIZED.**

CERTIFICATION OF INFORMATION AND PAYMENT OF CONSULTING FEES

I ATTEST TO THE FACT THAT THE ABOVE INFORMATION AND ALL SUPPORTING MATERIAL AND/OR DATA RELATED TO THE SUBMISSION OF THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. IT IS UNDERSTOOD AND AGREED BY THE APPLICANT AND/OR OWNER THAT ANY ERROR, MISSTATEMENT OR MISREPRESENTATION OF MATERIAL FACT, EITHER WITH OR WITHOUT INTENTION ON THE PART OF THE APPLICANT AND/OR OWNER, SHALL CONSTITUTE SUFFICIENT GROUNDS FOR THE REVOCATION OF ANY APPROVAL THAT MAY BE ISSUED FOR THIS APPLICATION.

I FURTHER AGREE TO PAY FOR ALL CONSULTING FEES INCURRED BY BEAR CREEK TOWNSHIP FOR THE REVIEW AND INSPECTION OF THIS APPLICATION AND ACCOMPANYING PLANS AS SO REQUIRED AND DIRECTED BY BEAR CREEK TOWNSHIP. SAID PAYMENT, IN FULL, SHALL BE SUBMITTED TO BEAR CREEK TOWNSHIP WITHIN 30 DAYS FROM BILLING DATE INDICATED UPON THE INVOICE OR NOTICE OF PAYMENT.

I FURTHER CERTIFY AND AGREE TO PROVIDE THE TOWNSHIP WITH “AS BUILT” DRAWINGS OF ALL IMPROVEMENTS PRIOR TO FINAL APPROVAL OF THE SUBDIVISION PLANS.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF OWNER
(OWNER OF RECORD AS PROVIDED BY DEED)

DATE

THE OWNER’S SIGNATURE IS ALWAYS REQUIRED. FAILURE TO PROVIDE OWNER’S SIGNATURE WILL RESULT IN YOUR APPLICATION BEING DEEMED INCOMPLETE AND IT WILL BE RETURNED TO YOU.

NEXT PAGE TO BE COMPLETED BY BEAR CREEK TOWNSHIP

MINOR SUBDIVISION APPLICATION TO BE COMPLETED BY BEAR CREEK TOWNSHIP		
A	1. TOWNSHIP APPLICATION FEE 2. DATE RECEIVED	
B	DATE PLANS AND APPLICATION WERE SUBMITTED OR MAILED TO LUZERNE COUNTY PLANNING COMMISSION.	
C	FIRST MEETING DATE AT WHICH THIS SUBDIVISION PLAN WAS CONSIDERED BY THE BEAR CREEK TOWNSHIP PLANNING COMMISSION	
D	ATTACH COMMENTS / RECOMMENDATIONS OF ANY CONSULTANT TO BEAR CREEK TOWNSHIP AND COMMENTS OF THE LUZERNE COUNTY PLANNING COMMISSION.	YES / NO
E	ATTACH AND/OR INDICATE THE RECOMMENDATION OF THE BEAR CREEK TOWNSHIP PLANNING COMMISSION.	
F	1. BOARD OF SUPERVISORS DECISION 2. DATE OF BOARD OF SUPERVISORS DECISION	
G	DATE OF MAILING OF WRITTEN NOTIFICATION OF DECISION TO APPLICANT	