

MOUNT JOY BOROUGH

Lancaster County, Pennsylvania



APPLICATION FOR CONSIDERATION OF A SUBDIVISION AND/OR LAND DEVELOPMENT PLAN

The undersigned hereby applies for approval under Chapter 240, Subdivision and Land Development, of the Code of the Borough of Mount Joy for the Plan submitted herewith and described below:

For Mount Joy Borough Use Only

Mount Joy Borough File No:	Date of Receipt/Filing:
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Plan & Project Information

Plan Name:	
Plan No:	Plan Date:
Location:	
Property Owner:	
Owner Address:	
Telephone Number:	
Email:	
Deed Reference:	Tax Parcel No:
Applicant (if not landowner):	
Applicant Address:	
Telephone Number:	
Email:	
Firm Which Prepared Plan:	
Firm Address:	
Telephone Number:	
Person Responsible For Plan:	
Email:	
Plan Type: <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Subdivision <input type="checkbox"/> Land Development <input type="checkbox"/> Lot-Line Change Plan <input type="checkbox"/> Final & Preliminary/Final Plan <input type="checkbox"/> Lot-Line Change Plan (expedited) <input type="checkbox"/> Improvement Construction Plan	
Description:	
Total Acreage:	
Zoning District:	
Is/was a zoning variance, special exception or conditional use approval necessary? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please attach Zoning Hearing Board Decision.	

		Proposed Lots and Units			
	# of Lots	# of Units		# of Lots	# of Units
Total #			Mixed Use		
Commercial			Single Family Detached		
Industrial			Multifamily		
Institutional			Other		
Total Square Feet of Ground Floor Area (building footprint):					
Total Square Feet of Existing Structures (all floors):					
Total Square Feet of Proposed Structures (all floors):					
Total Square Feet (or Acres) of Proposed Parkland/Other Public Use:					
Linear feet of new street:					
Identify all street(s) not proposed for dedication:					

NOTES:

1. All units of occupancy shall be provided with a complete water supply system which shall be connected to the Borough's water supply system in accordance with the requirements of Council, the Authority and DEP.
2. All units of occupancy shall be provided with a complete sanitary sewer system, which shall be connected to the Borough's sanitary sewer system in accordance with the requirements of Council, the Authority and DEP.
3. The final plan application shall include a statement from the Authority indicating the approval of plans for design, installation, and possible financial guarantees.
4. Applicants shall comply with all plan processing procedures of the County Planning Commission. It is the responsibility of the applicant to determine the requirements of the County Planning Commission, including, but not limited to, the number of copies which must be submitted and the filing fee.
5. The final plan or preliminary/final plan shall be recorded in the office of the Recorder of Deeds in and for Lancaster County.

Submission Requirements

Planning Commission Meeting: 2nd Wednesday of the month, 7:00 PM

Deadline: 2nd Wednesday of the month prior to meeting

Preliminary and Preliminary/Final Plans:

- Three (3) copies of preliminary plan, 24" x 36"
- Six (6) copies of the preliminary plan, 11" x 17"
- Two (2) copies of all reports, notifications, and certifications that are provided on the Plan, including Storm Water Management Plans and calculations.
- One (1) copy of the application form completely and correctly executed, with all information legible, and bearing all required signatures.
- The required filing fee as established from time to time by resolution by the Council.
- An electronic copy of the plan and all supporting documents in PDF format.
- All other items listed under Article VII, Plan Requirements.

Sketch Plans: (Expedited processing of certain plans) The Applicant will have the right to proceed to a preliminary/final plan and forego the preliminary plan phase/processing requirements. Developers are strongly urged, but not required to submit this plan for a proposed land development. This plan will be considered an informal submission, for discussion purposes by Borough staff, the Borough Solicitor, the Borough Engineer and Planning Commission.

- Plan sheets 24" x 36"
- Eight (8) paper copies of the plan.
- Two (2) copies of any supporting documents.
- One (1) electronic copy of the plans and supporting documents.
- Supplemental documents
- One (1) copy of the application form completely and correctly executed, with all information legible, and bearing all required signatures.
- The required filing and review fees as established from time to time by resolution by the Council.

Improvement Construction Plans: An applicant whose improvement construction plan is approved, is permitted to install all or part of the improvement required prior to final plan submission.

- After an applicant has received official notification that the preliminary plan has been approved and the required changes, if any have been made, an application may be processed.
- May be submitted in sections, each section covering a reasonable portion of the entire proposed subdivision, as shown on the approved preliminary plan.
- Applications should be made and processed in accordance with the Preliminary/Final Plan submission requirements above.

Lot Line Change Plan: A plan to shift lot lines or to merge lots.

- A lot-line change plan may be waived from the review by Lancaster County Planning Commission (LCPC) (if the Borough and LCPC agree), if the applicants provide a Lancaster County Appendix 24 form.
- Approval of this plan shall be permitted to file a single application for preliminary/final plan approval.

The undersigned hereby represents that, to the best of his/her knowledge and belief, all information listed in this application and on any attached plans or forms is true, correct and complete. The undersigned also authorizes Mount Joy Borough to enter the property in question for a general site inspection. The undersigned agrees to accept and abide by the applicable Ordinances, Resolutions, Rules and Regulations including application fees and reimbursement of Borough review expenses now in effect for the Borough of Mount Joy.

Signature of Applicant

Date

Printed Name

Signature of Landowner
(If different than above)

Date

Printed Name