

Subdivision & Land Development Fact Sheet

This information is provided to assist those submitting an application form and plans proposing subdivision and/or land development in Lower Paxton Township.

1. **Submission deadlines** are as follows:
 - A. Plans to the **Planning Commission for first review** are to be submitted **28 days** prior to the Commission's meeting, which is the **1st Wednesday of each month**.
 - B. Plans submitted for **subsequent Planning Commission review** are required **21 days** prior to the Commission's meeting.
 - C. Plans submitted for **Board of Supervisor action** are required **21 days** before the Board's meeting.

2. **The following items are required for the submission to be considered complete** and accepted by the Township for consideration:
 - A. Fifteen (15) clear blue or black line prints (minimum size of 18"x24" and maximum size of 24" x 36" and one reproducible Mylar (18" x 24" only).
 - B. Complete application form signed by the property owner or his authorized agent.
 - C. Appropriate submission fees as required by the Township and Dauphin County Planning Commission.
 - D. Three (3) complete sets of sanitary sewer plans.
 - E. Initial escrow deposit of \$1,000.00 made payable to Lower Paxton Township Authority (for review of sanitary sewer main extensions and Planning Modules only).

3. **Review fees for the reasonable and necessary charges for the Township's Engineer** and/or consulting engineer to review and report on preliminary and/or final subdivision and/or land development plans and to inspect public improvements detailed on said plan shall be paid by the applicant. Such fees are established by resolution of the Board of Supervisors and the current hourly rates are: Engineer \$152.00; Senior Professional \$136.00; Project Professional \$113.00; Staff Professional II \$97.00; Staff Professional I \$88.00; Senior Technician \$94.00; Technician II \$82.00; Technician I \$68.00; Administrative Staff \$57.00; Junior Technician \$45.00.

The Township shall bill applicants on a monthly basis. The bill is due and payable within thirty (30) days of the billing date.

4. **A Sewage Facilities Planning Module shall be submitted with the Preliminary Plan.**
The Board of Supervisors shall act upon the Planning Module in conjunction with or after action on the Preliminary Plan. At no time shall the Township act on a Planning Module prior to acting on the Preliminary Plan.

Planning Modules revise the "Official Plan" for only the site specific location referenced within the Planning Module. Sanitary sewer capacity identified within a Planning Module for a site specific location, approved by the Board of Supervisors after September 1, 1998, shall not be transferred to or used at any other location within the Township.

The approval of a Planning Module does not obligate the Township to provide building permits and/or sanitary sewer connection permits.