



MIFFLIN COUNTY
PLANNING AND DEVELOPMENT
DEPARTMENT

Mifflin County Courthouse
 20 North Wayne Street
 Lewistown, PA 17044
 Phone: (717) 242-0887 Fax: (717) 242-5460
 Email: mcplanning@co.mifflin.pa.us

SUBDIVISION AND LAND DEVELOPMENT APPLICATION

PLANNING AND DEVELOPMENT DEPARTMENT USE ONLY		
Submission Date _____	Plan File Number _____	Fee Received _____

TO BE COMPLETED BY THE MUNICIPALITY IN WHICH THE LAND IS LOCATED*	
Municipality _____	Transmittal Date _____
The municipal office received this plan on _____ (date) and is submitting it to the Mifflin County Planning Commission for review. Please return any review comments to the municipal office within 30 days of the above listed Submission Date.	
Municipal Official's Signature _____	

**Prior to the review of the subdivision/land development plan by the Mifflin County Planning Commission's Subdivision Review Committee, this section must be completed by the respective municipal official acknowledging receipt of the plan.*

ALL ITEMS ARE REQUIRED TO BE COMPLETED FOR ALL PLAN SUBMISSIONS

SUBMISSION INFORMATION	
Plan Name: _____	
Landowner's Name: _____	Phone: _____
Landowner's Address: _____	
Applicant's Name**: _____	Phone: _____
Applicant's Address**: _____	
Surveyor/Engineer's Name: _____	Phone: _____
Surveyor/Engineer's Address: _____	Email: _____

***If the Applicant is the same as the Landowner, indicate "SAME" on the line provided.*

PLAN TYPE	TYPE OF REVIEW	TAX PARCEL NUMBERS
<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Major Subdivision <input type="checkbox"/> Lot Addition <input type="checkbox"/> Lot Line Adjustment <input type="checkbox"/> Land Development	<input type="checkbox"/> Preliminary/Final <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Final Plan <input type="checkbox"/> Previously Reviewed Plan Zoning District: _____	_____ _____ _____ _____

PLAN INFORMATION	PROPOSED UTILITIES	OTHER INFORMATION																				
Total Area (gross acres): _____ Acreage of Residual: _____ Number of Lots: _____ Ownership of Roads: <input type="checkbox"/> Public <input type="checkbox"/> Private Located in Floodway or Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No Erosion/Sedimentation Control Plan: <input type="checkbox"/> Submitted <input type="checkbox"/> N/A <i>Land Development Plans Only</i> Square Footage of Building: _____	<table style="width:100%; border: none;"> <tr> <td style="width: 50%;"></td> <td style="text-align: center; border: none;">Water Sewer</td> </tr> <tr> <td style="border: none;">Public/Community</td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="border: none;">On-site</td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center; border: none;">OR</td> </tr> <tr> <td style="border: none;">No new sewage disposal or water supply proposed</td> <td style="border: none; text-align: center;"><input type="checkbox"/></td> </tr> </table>		Water Sewer	Public/Community	<input type="checkbox"/> <input type="checkbox"/>	On-site	<input type="checkbox"/> <input type="checkbox"/>	OR		No new sewage disposal or water supply proposed	<input type="checkbox"/>	<table style="width:100%; border: none;"> <tr> <td style="width: 70%;"></td> <td style="text-align: center; border: none;">Yes No</td> </tr> <tr> <td style="border: none;">Is the property enrolled in Clean & Green?</td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="border: none;">Is the property in an Agriculture Security Area?</td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="border: none;">Does the property have easements or deed restrictions? <i>If so, please provide.</i></td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="border: none;">Are hydric soils present?</td> <td style="border: none; text-align: center;"><input type="checkbox"/> <input type="checkbox"/></td> </tr> </table>		Yes No	Is the property enrolled in Clean & Green?	<input type="checkbox"/> <input type="checkbox"/>	Is the property in an Agriculture Security Area?	<input type="checkbox"/> <input type="checkbox"/>	Does the property have easements or deed restrictions? <i>If so, please provide.</i>	<input type="checkbox"/> <input type="checkbox"/>	Are hydric soils present?	<input type="checkbox"/> <input type="checkbox"/>
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Are hydric soils present?	<input type="checkbox"/> <input type="checkbox"/>																					

Date(s) of previous subdivision(s), if applicable: _____
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REQUIRED SIGNATURE(S) ON PAGE 2

Plan Name: _____

REQUIRED SIGNATURE(S)

I/We authorize this subdivision or land development submission.

I/We certify that all information given with this submission is correct to the best of my/our knowledge. I/We further agree to pay all reimbursable costs that may occur during the review process.

I/We authorize the following individual to be the agent for executing this submission and to be contacted with any questions or concerns regarding this submission during the review process:

Authorized Agent's Name: _____

I/We authorize the Mifflin County Planning Commission, Planning and Development Department and any authorized agent of the Commission or Department to visit/enter this property between 8 a.m. and 8 p.m. at his/her own risk while this plan is being reviewed for ordinance compliance.

Landowner Signature _____ **Date** _____

For lot addition subdivisions, the owner(s) of the parent parcel and the owner(s) of the recipient parcel must sign the application.

Parent parcel Landowner Signature _____ **Date** _____
Recipient parcel Landowner Signature _____ **Date** _____

If the Applicant is different than the Landowner, the Applicant must sign below:

Applicant Signature _____ **Date** _____

FOR COPYRIGHTED PLANS UNDER THE MIFFLIN COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE ONLY

Copyrighting the plan submitted with this application shall not prevent the plan from being reproduced for review purposes or from being transmitted in a digital format for GIS purposes.

Authorized Agent's Signature _____ **Date** _____

SUBDIVISION AND LAND DEVELOPMENT REVIEW FEES
AMENDED JULY 7, 2016 **EFFECTIVE SEPTEMBER 1, 2016**

Minor Subdivision Plans

1 to 2 Lots	\$125
3 to 4 Lots	\$160
5 to 6 Lots	\$195

Lot Line Adjustments and Lot Additions

Lot Line Adjustments and Lot Additions \$90 plus \$10 per lot (includes the residue)

Major Subdivision Plans (Includes Planned Residential Developments & Traditional Neighborhood Developments)

Preliminary/Final

7 to 10 Lots	\$250 plus \$10 per lot/unit
11 to 15 Lots	\$300 plus \$10 per lot/unit
16 Plus Lots	\$325 plus \$10 per lot/unit

Final Plan \$175 plus \$10 per lot/unit

Land Developments

Residential, Preliminary and Preliminary/Final \$140 plus \$10 per lot/unit

Non-Residential, Preliminary and Preliminary/Final

Under 2,000 square feet**	\$100
2,000 – 4,999 square feet**	\$125
5,000 – 9,999 square feet**	\$175
10,000 – 19,999 square feet**	\$250
20,000 – 34,999 square feet**	\$350
35,000 – 50,000 square feet**	\$450
Over 50,000 square feet**	\$450 Base plus \$6 for each 1,000 square feet over 50,000 square feet

Residential, Final \$100

Non-Residential, Final \$150

** Square feet equivalent to gross floor area

Subdivision and Land Development Plans

Previously Reviewed Plan (for additional review) \$100

Previously Approved Plans (minor alterations not requiring in depth review) \$100



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SUBDIVISION AND LAND DEVELOPMENT WAIVER REQUEST FORM

PLANNING AND DEVELOPMENT DEPARTMENT USE ONLY

Waiver Request Submission
Date _____

Plan File Number _____

Approval Signature _____

ALL ITEMS ARE REQUIRED TO BE COMPLETED FOR ALL WAIVER REQUESTS

SUBMISSION INFORMATION

Plan Name: _____

Landowner's Name: _____

Phone: _____

Landowner's Address: _____

Applicant's Name*: _____

Phone: _____

Applicant's Address*: _____

Surveyor/Engineer's Name: _____

Phone: _____

Surveyor/Engineer's Address: _____

Email: _____

**If the Applicant is the same as the Landowner, indicate "SAME" on the line provided.*

Description of Waiver Request:

Ordinance Section(s)**

--

***Leave blank if unknown.*

Reason for Waiver Request:

Applicant/Agent Signature _____

Date _____



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***SUBDIVISION AND LAND DEVELOPMENT
WAIVER REQUEST FORM***
