

**SANDY TOWNSHIP
MAJOR SUBDIVISION
Form 2**

PREFACE: Major subdivisions are filed in two phases - Preliminary and Final. Plans may be approved, approved conditionally, or denied for cause. Any conditional approval must be formally accepted **in writing** by the developer. If not accepted, it will be a denial per state law.

- **Plans must be submitted at least five working days in advance of the next regular Planning Commission meeting.** The Sandy Township Planning and Zoning Commission meeting is the third Wednesday of every month at 7:00 P.M.
- Plans which are incomplete, lack supporting documentation, or fail to pay the required fee may be returned as incomplete.
- Decisions are made at public meetings - you are encouraged to attend.

The Township Zoning Officer and Township Engineer will provide assistance to you (814) 371-4220.

1. Plat map must list the following items:
 - (a) Location map
 - (b) Building setback lines
 - (c) Proposed building location
 - (d) Adjoining property owners
 - (e) Tract and lot boundaries (closure requirement 1:15,000 feet). See the Township Engineer for location of markers (pins) and monuments.
 - (f) Scale, north arrow and title block (1" = 100' unless otherwise approved)
 - (g) Address and phone number of owners
 - (h) Existing and proposed right-of way of utilities, roads, and easements
 - (i) Certificates for review by Township and County Planning Commission (see attached sheets)
 - (j) Certificate of Approval by the Board of Township supervisors
 - (k) Location of flood plain boundaries, if any, within the proposed subdivision
 - (l) Certificate of Ownership duly notarized
 - (m) Assessment number(s) and Deed Book and Page References
2. Plat Map maximum size 24" wide x 36" long.
3. Five (5) copies of Plat Map with certification by Registered Surveyor (and Engineer if needed) and each copy sealed.
4. The filing fee

5. New Streets: The general design criteria are in **Article 6**. See the Township Engineer for details of design criteria and construction specifications. **ALL NEW PUBLIC STREETS MUST MEET PENNDOT "liquid fuels" requirements.**
6. Sanitary Sewer Systems: (See **Sections 502 and 705**.) Note: All developments must provide on-lot or community sanitary sewerage disposal. Proof of DEP compliance is necessary. Evidence of acceptance by the public system is also necessary. If required, attach a copy of DEP Planning Modular I completed and the site investigation and percolation test report from the SEO. Must show sewage system on existing lots subdivided from the tract since May 15, 1972 with location.
7. Water Supply: (See **Sections 502 and 706**). If connection is to be a public system, evidence of acceptance is required. If a new system is to be built, compliance with DEP regulations is required.
8. Storm Drainage: (See **Section 604**). If storm drainage improvements are required, please see the Township Engineer.
9. Sedimentation and Erosion Control Plan: If required, is to be reviewed by the Clearfield County Conservation District.
10. Copies of any proposed covenants are required.
11. All subdivision are to be submitted to the Sandy Township Zoning Office five (5) working days before the Planning and Zoning Commission meeting, for review. Only one (1) copy is needed at this time.
12. Recording of Plat Map: Within ninety (90) days after the date of approval by the governing body of Sandy Township of the final plat, the owner shall record an approved duplicated copy thereof in the office of the Clearfield County Recorder of Deeds, and forthwith file with the governing body of Sandy Township a recorder's certificate that the approval plat has been recorded with the Deed Book and page numbers indicted and two (2) copies of the recorded plat.

NOTE: No building permit will be issued until proof of country recording of subdivision and deed.

- Recreation are 6% of tract or at least one-half acre required.
- Certifications
 - Clearfield County Planning Commission
 - Clearfield County Recorders Office
 - Sandy Township Planning and Zoning Commission
 - Sandy Township Board of Supervisors
 - Sandy Township Engineer
 - Owner

**EXHIBIT 5 - CERTIFICATES
RECOMMENDED STATEMENTS AND ACKNOWLEDGMENTS
TO APPEAR ON THE PRELIMINARY PLAN OR
THE FINAL PLAN AS APPLICABLE**

1. **CERTIFICATE BY SURVEYOR THAT THE SURVEY AND PLANS ARE CORRECT:**

I _____ hereby certify that I am a registered Land Surveyor in the Commonwealth of Pennsylvania. I further certify that this plat correctly represents a survey completed by me and that all monuments and markers shown hereon actually exist and that their location, type, and material are accurately shown.

Date _____ Signature _____
Seal

A seal which includes the name and number of the surveyor.

2. **CERTIFICATE FOR THE CLEARFIELD COUNTY PLANNING COMMISSION.
ONE OF THE FOLLOWING DEPENDING ON JURISDICTION:**

Reviewed by the Clearfield County Planning Commission on the _____ day of _____, 20____.

Director

3. **CERTIFICATION OF OWNERSHIP AND ACKNOWLEDGMENT OF
SUBDIVISION PLANS:**

On this, the _____ day of _____, 20____, before me, the undersigned officer, personally appeared _____, who being duly sworn according to the law, deposes and says that he is the owner and/or equitable owner of the property shown on this Plan, and that he acknowledges the same to be his act and plan and desires the same to be recorded as such according to law.

Witness my name and seal the day and date above written.

Notary Public or Other Officer

Seal

My Commission Expires

4. Know all men by these present that _____ of Sandy
Owner's Name

Township, Clearfield County, Pennsylvania, for themselves, their heirs, executors,
administrators, and assigns do hereby adopt this plan of lots of their property situated in
Sandy Township, Clearfield County, Pennsylvania, and do hereby dedicate the streets,
right-of-ways, and other improvements shown hereon to the public forever.

This ____ day of _____, 20____. _____
Owner's Name

Owner's Signature

5. **CERTIFICATE FOR TOWNSHIP SUPERVISORS AND ITS PLANNING AND
ZONING COMMISSION, AND ITS ENGINEER:**

Sandy Township Supervisors

Approved by the Sandy Township Board of Supervisors this ____ day of _____,
20____.

Sandy Township Planning and Zoning Commission

Reviewed by the Sandy Township Planning and Zoning Commission this ____ day of
_____, 20____.

Sandy Township Engineer

Approved by:

Township Engineer

Date _____