

**TOWNSHIP OF INDEPENDENCE
BEAVER COUNTY, PENNSYLVANIA
SUBDIVISION FILING REQUIREMENTS**

LAND MUST BE SURVEYED BY A REGISTERED SURVEYOR AND THE SUB-DIVISION PLAN DRAWN ACCORDING TO THE REQUIREMENTS OF SUBDIVISION AND LAND DEVELOPMENT ORDINANCE #3-92. ORDINANCE COPIES MAY BE ORDERED FOR A FEE.

A **‘complete application packet’** must be filed with the Township Secretary fifteen (15) days before the advertised monthly Township Planning Commission meeting. This step begins the review process. **Applications that are incomplete or filed after the fifteen (15) day deadline will not be reviewed until brought into compliance with the requirements of this resolution and the subdivision ordinance.**

To be considered complete the filing must consist of:

1. The attached subdivision application form, completed and signed.
2. The original mylar – signed by property owners and notarized – plus, seven (7) full-size and seven (7) half-size paper copies of the subdivision plan.
3. Payment of all fees – one check payable to the Township for filing fees as listed below and one check payable to the Beaver County Planning Commission for their current filing fee schedule (attached).
4. Three copies of a completed DEP Planning Module Component (PMC) report, for on-lot sewage treatment to be signed by the property owners. Property owners may choose to include the appropriate DEP review fee or be invoiced by DEP.

REVIEW PROCEDURE

The subdivision plan will be reviewed by the following: Township Planning Commission, Beaver County Planning Commission, the Township Engineer and the Township Supervisors at their respective meetings. Planning Commission and Supervisors meetings are open to the public and the owner/developer is encouraged to attend. Following approval of all agencies, the PMC is sent to DEP for approval then the subdivision plan is filed at the Beaver County Recorder of Deeds office and the owner/developer will receive a copy of the Recorder’s receipt for use in new deed preparation.

TWP FEES:

\$ 175.00	Township cost to file
\$ 60.00	County Recorder’s fee for one mylar (add’l mylars \$55.00/each)
\$ 200.00	Subdivision review by Engineer, etc. (developer will bear any excess fees)
\$ 25.00	Per lot, up to two (2) lots – over two (2) lots add \$55.00 per lot
\$ 190.00	DEP PMC base fee (includes one (1) lot & residual). Additional lots \$40.00 each
\$1,140.00	Per building lot for soil test, perc test and design reviews/inspections
\$ 350.00	Non Building waiver application (for residual tracts only)
\$ 10.00	Notary Fee, if plan is notarized at the Township Office

***SURVEY, SEPTIC DESIGN & SEPTIC INSTALLATION ARE SEPARATE COSTS TO BE PAID BY OWNER/DEVELOPER DIRECTLY TO THE SURVEYOR, DESIGNER AND/OR INSTALLER**

Revised 3/2017