

MCPC Subdivision and Land Development Review Checklist



Monroe County Planning Commission
701 Main Street, Suite 405
Stroudsburg, PA 18360
Telephone: (570) 517-3100
Fax: (570) 517-3858

Plan Completeness Requirements

Date Received

- 1 paper copy plan set for Minor Subdivisions
- 1 paper copy plan set and 1 digital copy plan set for Major Subdivisions and LDPs.
- 1 digital copy of other supporting documents
- Completed MCPC Review Checklist
- Fee (\$300 – LDP/Major Subdivision) (\$35 – Minor Subdivision)

General Information:

Project Name and Municipality: _____

Property Location: _____

Zoning District: _____ **PIN :** _____

Applicant: _____ **Phone:** _____

Address: _____

Plan Prepared By: _____ **Contact Name:** _____

Address: _____ **Phone:** _____

Address: _____ **Fax:** _____

Brief description of project: _____

Site Information:

Application Type: (Land Development, Major Subdivision, etc.....) _____

Is County completion of Planning Module Component 4B being requested as part of this plan? (YES/NO)

Development Type: (single-family, multi-family, commercial, etc.....) _____

Total Acreage of Site/Square Footage of Proposed Structures: _____

Number of lots or units: _____

Building Height/No. of Stories: _____

Length of new roads: _____

Zoning Use Class: ___ Permitted

% Impervious: _____

___ Conditional

___ Special Exception

Parking: (required/provided/existing) _____

Has this plan been previously submitted/revised, if yes when: _____

Method of Water Supply and provider: _____

Method of Sewage Disposal and provider: _____

Fire Protection: _____

Is public transportation available in this area? _____ If yes, describe any pick-up/drop-off points, bus shelters, etc. being proposed. _____

Natural Features and Environmental Information:

	YES/NO	SIZE	IMPACT PROPOSED?
WETLAND AREAS*			
STEEP SLOPE AREAS			
FLOODPLAIN			
HYDRIC SOILS			
PRIME AG SOILS			
NATURAL AREAS INVENTORY			
POTENTIAL CONSERVED LAND			
PA NATURAL DIVERSITY INVENTORY			

*If yes, indicate name of consultant responsible for delineation and indicate if Army Corps of Engineers has jurisdiction. _____

Amount of Open Space proposed, if any: _____ Has any landscaping been proposed? _____

Plan Consistency: (Attach additional sheets if necessary)

How is this project consistent with the Monroe 2030 Comprehensive Plan, December 2014? (Refer to sections within the Comprehensive Plan) *Comprehensive Plan available on the website - www.monroecountypa.gov

How is this project consistent with the Monroe County Open Space Plan, December 2014? (Refer to sections within the Open Space Plan) *Open Space Plan available on the website - www.monroecountypa.gov

How is this project consistent with the Regional or Municipal Comprehensive Plan?

Are any variances from the Municipal Zoning Ordinance required or waivers from the SALDO? _____
If yes, please describe. _____

If the Municipality has adopted an Official Map (Article IV of the Pennsylvania Municipalities Planning Code (PMPC)), is this property identified for consideration? _____

Conservation Subdivision Design: (Attach additional sheets if necessary)

Does the Township/Borough require a 4-step design process to be completed? _____

If yes, does this plan utilize this process? _____

Does the Township/Borough have conservation subdivision design standards in their ordinances? _____

If yes, does this project utilize this approach? _____

If the project is a conservation subdivision, indicate the Adjusted Tract Acreage (ATA) or yield plan approach which was utilized to determine the number of proposed lots. (Attach additional sheets)

Note: Final plans that are not substantially revised from a previously approved preliminary plan do not need to be submitted for review, unless required by municipal ordinance.