



*Official Use Only:*  
Application # \_\_\_\_\_  
Date received / Resubmission Date: \_\_\_\_\_

## Plainfield Township Zoning & Code Office

6292 Sullivan Trail  
Nazareth, Pa. 18064

Phone: 610-759-6944 x 103  
Fax: 610-759-1999

### SITE PLAN SUBMISSION APPLICATION

**CONTACT INFORMATION (all information is required):**

**Applicant's Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Daytime Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Owner's Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Daytime Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Professional Engineer/Consultant Name:** \_\_\_\_\_

**Firm:** \_\_\_\_\_

**Address** \_\_\_\_\_

**Daytime Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Attorney's Name (if applicable)** \_\_\_\_\_

**Firm:** \_\_\_\_\_

**Address** \_\_\_\_\_

**Daytime Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**SITE PLAN INFORMATION:**

**Name of Site Plan:**

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**Location/Address:** \_\_\_\_\_

**Parcel #:** \_\_\_\_\_ **Lot size:** \_\_\_\_\_ acre

**Zoning District & Overlays:** \_\_\_\_\_

**Existing Impervious:** \_\_\_\_\_ SF **Existing Building Coverage:** \_\_\_\_\_ SF

**Proposed Impervious:** \_\_\_\_\_ SF **Proposed Building Coverage:** \_\_\_\_\_ SF

**Reason for Site Plan Application** *(check all that apply):*

- Variance
- Special Exception
- Required by Zoning for Change of Use

**SITE PLAN CHECKLIST:**

The following information shall be included on all submitted Site Plans per § 27-409  
*(Failure to provide any of the below may result in denial of your application as received;  
a variance may be required to be obtained from the Zoning Hearing Board):*

- Statement of Current Use
- Statement of Proposed Use
  - N/A – No change in use is proposed
- Plan scale of not less than one inch (1”) equals fifty feet (50 ft)
- Location, dimensions and area of each lot
- Location, dimensions and height of existing improvements (including but not limited to: buildings, structures, streets, etc.)
  - N/A – Property is vacant
- Location, dimensions and height of proposed improvements (including but not limited to: buildings, structures, streets, etc.)
  - N/A – No improvements are proposed
- Relationship of the proposal to the proposed layout of the entire property/project
  - N/A - This application is not part of a phased project

- Location, dimensions, and arrangements of all set-backs from lot lines, outdoor storage/display, open spaces, landscaping, fences, and buffer yards including methods and materials to be employed for screening.
- Location, dimensions, arrangement and capacity of all areas to be used for motor vehicle access, off-street parking, off-street loading and provisions for lighting such areas.
- Method of calculation of off-street parking based on the requirements of Part 7 of the code
- Location, dimensions, and methods of illumination for signs and exterior lighting.
- Location and dimension of sidewalks and all other areas for public/pedestrian use.
- Provisions made for treatment and disposal of sewage, industrial wastes and water supply.
  - Location of current or proposed Septic System or public sewage connection
  - Location of current or proposed Well or public water connection
- Capacity and arrangement of all buildings used or intended to be used for dwelling purposes, including the proposed density in terms of the number of dwelling units per acre of land.
  - N/A – This is a Commercial development
- Description of any proposed industrial or commercial operations in sufficient detail to indicate effects of those operations in producing noise, glare, air pollution, water pollution, smoke, fumes, fire hazards, traffic congestion or other safety hazards.
  - N/A – This is a Residential Development
- Descriptions of methods to be employed in controlling any excess noise, air pollution, smoke, fumes, water pollution, fire hazards or other safety hazards.
- Site contours at two foot (2') intervals and site benchmarks.
- All proposed site grading and drainage provisions and proposals.
- A key map showing the entire project and its relation to surrounding properties and existing buildings thereon.
- Zoning districts, overlays and requirements.
- Soils, slopes, flood plain delineations, and wetlands delineations
  - Check is not provided and provide reasoning for zoning officer determination:  
\_\_\_\_\_
- Certification by the person who prepared the Site Plan.

- Certification of ownership and acknowledgment of Plan signed by the owner or developer.
- The following items shall be submitted along with the Site Plan Submission:  
*(application will not be accepted as received if any of the following are missing)*
  - A copy of the Deed showing the current property owner
  - Copy of current or proposed Lease OR Contract to Purchase/Agreement of Sale
  - Ten (10) complete sets of Site Plans
  - Electronic copy of all submission documents (emailed PDF, CD or thumb drive)
  - Correct Application Fees (see below)

**APPLICATION FEES:**

Submission Fee: \$125.00 \_\_\_\_\_  
 Escrow Fee\*: \$3,000.00 \_\_\_\_\_

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***\*\*Two separate checks are required for the above stated Fees made out to Plainfield Township\*\****

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*\*The professional services escrow account must be replenished to its original amount as required for the applicable application type within **fifteen (15) days** from receipt of written notice by the Township when it is depleted to **fifty percent (50%)** of the original amount and further costs are expected to be incurred by the Township. Submission of revised Final Plans shall require the replenishment of the escrow amount to one-hundred percent (100%) of its original amount as required for the applicable application type upon resubmission. Failure to replenish the escrow account as required will result in a stop work order being placed on all further legal and engineering services to be incurred by the Township.*

**If Submitted Site Plans that are incomplete, illegible, or not accompanied with the required funds, the application will be rejected by the Township.**

**APPLICANTS ACKNOWLEDGEMENT:**

I, \_\_\_\_\_, do hereby certify by my signature that the information checked off and provided with this Site Plan submission is true and correct to the best of my knowledge. ***I, \_\_\_\_\_, do hereby acknowledge by my signature that any work related to this proposal is subject to additional permitting (including but not limited to Uniform Construction Code building permits, septic on-lot disposal system permits, stormwater permits, and zoning/grading permits) which MUST be provided to the Township upon approval of this plan. No work shall commence without approval from the Township.***

Printed Name of Applicant \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_