

Heidelberg Township, Berks County

11 Tulpehocken Forge Rd, Robesonia, PA 19551

Office: (610)693-3197 – Fax: (610)693-8311

Email: info@heidelbergtownship.org

MINOR SUBDIVISION & LAND DEVELOPMENT

- 1). In order to initiate review of subdivision and land development plans within Heidelberg Township, an application form must be completed and submitted along with plans. Upon receipt of the application, the township will collect the following fees (both to be made payable to Heidelberg Township, Berks County, separate checks).

- \$150 application fee
- \$1,250 escrow

Any review cost in excess of the initial application fee will be billed to the applicant and must be paid prior to release of the approved final plans.

- 2). Additional fees will accumulate when construction of all improvements (streets, curbs, storm water facilities, structures, landscaping, etc.) are installed. This is due to the required inspections by the Township Engineer and Building Inspector to insure that all improvements meet Township standards. Legal fees may also occur if a development agreement is undertaken or some type of problem occurs that requires legal assistance.

REVIEW AND INSPECTION FEES WILL BE BILLED TO THE APPLICANT AND MUST BE PAID PRIOR TO ISSUANCE OF A USE AND OCCUPANCY PERMIT OR PRIOR TO RELEASE OF FUNDS FROM AN AGREED UPON ESCROW ACCOUNT.

- 3). Review and inspection costs are a function of many variables and keeping them at a minimum is best accomplished by careful, thorough planning BEFORE making an application and beginning construction. This would include but is certainly not limited to:

- a) Reviewing the Township's Zoning Ordinance and Subdivision Regulations and making sure your plan is in compliance with these requirement.
- b) Hiring consultants (surveyor and/or engineer to prepare plans and provide technical advice.
- c) Developing, installing and maintaining the approved erosion and sedimentation control plan.
- d) Making sure the plans reflect your desires before approval, rather than requesting changes "in the field".

4. This information was prepared in order to alert applicants for a subdivision or land development to the cost which will be encountered during the approval and Construction process. It is not meant to be a complete explanation of the process, and does not necessarily include all of the expenses that may be incurred.

APPLICANT: _____

DATE: _____

APPENDIX E
APPLICATION FOR APPROVAL
OF MINOR LAND SUBDIVISION PLAN

TO: Heidelberg Township Planning Commission.

Application is hereby made for review of the Plan of a proposed Minor Subdivision of land submitted herewith and more particularly described below:

1. Name of Applicant(s): _____
Address: _____
_____ Phone No. _____
2. Name of owner(s): _____
(if other than applicant)
Address: _____
3. Applicant's interest, if other than owner _____
4. Location of Subdivision: _____
(street)

(Block) _____ (Lot Numbers) _____
5. Engineer of Surveyor responsible for plan: _____
Address: _____
_____ Phone No. _____
6. Total Acreage: _____ Number of Lots: _____
7. Acreage being subdivided: _____ Minimum lot area: _____ Sq. Ft.
8. Lot use proposed: _____ Single Family _____ Commercial
_____ Two Family _____ Industrial
_____ Row _____ Other (specify)
_____ Multi-Family _____
9. Zoning Data: Classification: _____
Zoning changes to be requested: _____
10. Type of water supply proposed: _____ Public (municipal) System
_____ Semi-Public (community) System
_____ Individual On-Site

11. Type of sanitary sewage disposal proposed: _____ Public (municipal) sewer
_____ Live
_____ Capped
_____ Semi-Public (community)
_____ Individual On-Site (septic tank & tile field)

12. Type of off-street parking proposed: _____ Garages
_____ Driveways
_____ Other
_____ None

13. List proposed improvements: 1. _____
2. _____
3. _____
4. _____

14. Date of Plan: _____

Signature of Applicant

For Township Use Only

Received by _____ Date _____
(Secretary of Planning Commission)

Action of Township Commission: _____

Chairman

Date: _____

Secretary

Action of Township Commission: _____

Chairman

Date: _____

Secretary