

RESOLUTION #01-016-07-2

A RESOLUTION OF TINICUM TOWNSHIP, BUCKS COUNTY, PENNSYLVANIA, ADOPTING A REVISED POLICY AND PROCEDURE FOR SUBDIVISION LAND DEVELOPMENT CONDITIONAL USE AND CURATIVE AMENDMENT APPLICATIONS

Application submission

Subdivisions, Land Development, Conditional Use and Curative Amendment Applications shall be submitted concurrently to the Township Manager or designee. The Applicant shall submit applicable fees in accordance with the current Fee Schedule and Complete sets of their submission as follows: five (5) Complete Application Packages¹ for distribution to the Board of Supervisors, Solicitor and Township Manager, eight (8) Complete sets for distribution to the Township Planning Commission and Engineer, and seven (7) Complete sets for Advisory Board members and Township consultants.

Inventory of Application components

The Township Manager or designee shall inventory the submission and log in the components provided with the application to determine if twenty (20) Complete Application Packages and the required fees have been provided.

Fees Complete

When submitted fees equal the fees required by the Fee Schedule, the Township Manager or designee shall distribute assembled packets to individual Planning Commission Members and the Township Engineer and schedule the submission for a completeness review by the Engineer and Planning Commission.

Fees deficient or disputed

When the fees are deficient or disputed, the Township Manager or designee shall direct the review of the fee submission to the Board of Supervisors via a memo for a meeting or hearing for resolution with a copy of the memo to the applicant and their agent. The Township Solicitor shall prepare a draft motion for the Board of Supervisors' consideration to effect compliance with this resolution.

¹ **Complete Application Package** = Individual assembled packets with the following:
Application filled out along with a copy of the deed(s) for the property, the Contract for Professional Services, Certification(s), signatures and notarization.
Full-sized Plans with all sheets sealed and folded & an 11" x 17" copy of the plans.
Planning Module application with DEP code number and components signed by Health Department and Applicant's Sewage Enforcement Officer (SEO).
Hydrogeological Analysis and Quality Analysis including nitrate impact See Ordinance 123.
Stormwater Management Plan See Ordinance 150 rev. 171.
Environmental Impact Assessment (EIA) Report See Section 807.
Traffic Impact Study and Water Feasibility Study See Section 1508, Section 807 and Ordinance 123 .
Complete Application Package & fees for Bucks County Planning Commission

Application Incomplete

The Township Planning Commission and Engineer shall assist in the review of the application for completeness. Where they determine that the applicant has not presented sufficient material on which to evaluate compliance with the ordinance requirements, they will prepare a report to the Board of Supervisors recommending that they reject the application based on such failure. The applicant and agent will be copied on the report. The applicant and agent will be notified when the matter is scheduled for the Supervisors' review.

Application Complete

Where the application is determined to be complete for review, the Manager with the Township Planning Commission and Engineer will direct the application to the appropriate Township consultants for review if needed. Reports from the Township's consultants will be provided to the Applicant and Agent, after review by the Township.

Application scheduled for review

The Manager will send notice of the application to the adjacent property owners pursuant to the ordinance informing them of the review schedule. The Applicant and Agent will be copied.

Curative Amendment Application

Where the application includes a Curative filing, the Manager or designee will schedule the Hearing for the Curative as provided in section 916.1 of the Municipalities Planning Code (MPC) as the first order of business noting that zoning approval is required prior to subdivision and/or land development applications.

Conditional Use Approval

Where the application requires conditional use approval for conformance with ordinance standards including Overlay District standards See Sections 805, 806 and Flexible Development standards See Ordinance 103, the Township Manager with direction by the Planning Commission shall represent the Municipality and direct the presentation of evidence to the Board of Supervisors at such hearings. Hearing(s) shall be in accordance with MPC section 908. When the applicant has completed the presentation of their application, the Planning Commission will consolidate review comments and reports from the Township's advisory boards and Consultants and provide their advisory report to the Board of Supervisors. See Section 1200. And after review a copy will be sent to the applicant and agent.

Waivers Requested

Where the application requests waivers from the Subdivision and Land Development Ordinances (SLDO), the Planning Commission and Township Engineer will review the waiver submission with the applicant at the first scheduled Planning Commission meeting and forward their review comments to the Board of Supervisors for determination of Hardship in accordance with SLDO, Section 700.

Other Approvals Needed

No application will receive final approval from the Township before approvals and permits are received from the following agencies, among others and where applicable:


Bucks County Department of Health (BCDOH)
Bucks County Conservation District. (BCCD)
Pennsylvania Department of Environmental Protection (PADEP)
Pennsylvania Department of Transportation (PennDOT)
Pennsylvania Department of Conservation and Natural Resources (DCNR)
Pennsylvania Game Commission
U.S. Army Corps of Engineers (ACOE)
National Parks Service (NPS)
Pennsylvania Historical and Museum Commission (PHMC)
Federal Emergency Management Agency (FEMA)

This Resolution shall be effective after enactment.

BE IT RESOLVED this *17th* day of *January*, 2007 by the Tincum Township Board of Supervisors.

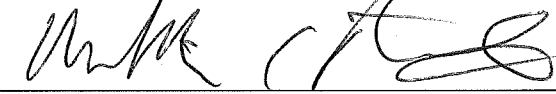
TINICUM TOWNSHIP SUPERVISORS

Attest:


Linda McNeill, Township Manager


Gary Pearson, Chairperson


H. Boyce Budd, Vice-Chairperson


Nicholas C. Forte, Member