

**CAMERON COUNTY PLANNING COMMISSION  
LAND DEVELOPMENT / SUBDIVISION / LOT ADD-ON PLAN APPLICATION**

Land Development \_\_\_\_ Major Subdivision \_\_\_\_ Minor Subdivision \_\_\_\_ Lot Add-On \_\_\_\_

**TO BE COMPLETED BY APPROPRIATE COUNTY AGENCY**

1. Date Application & Plan Received \_\_\_\_\_
2. Date of Plan \_\_\_\_\_
3. Date Township or Borough Notified/Mailed Copy \_\_\_\_\_
4. Ninety (90) Day Action Due \_\_\_\_\_
5. Date of Township or Borough Action \_\_\_\_\_
6. Tax Parcel # \_\_\_\_\_
7. Name of Subdivision: \_\_\_\_\_
8. Township or Borough in Cameron County \_\_\_\_\_
9. Location of Subdivision (From Vicinity Map) \_\_\_\_\_
10. Name of Property Owner(s) \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_
11. Name of Applicant/Developer (if other than owner) \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_
12. Registered Engineer \_\_\_\_\_  
PA ID # \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_
13. Architect/Surveyor \_\_\_\_\_  
PA ID # \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_

14. Certified Sewage Enforcement Officer: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

15. Is property currently preferentially assessed under Act 319 (Clean & Green)? Yes \_\_\_ No \_\_\_

16. Total Acreage: \_\_\_\_\_

17. Number of Lots: \_\_\_\_\_

18. Linear feet of roads: \_\_\_\_\_

19. Date of DEP Report of On-Lot Sewage Disposal: \_\_\_\_\_

20. Remarks by Developer/ Land Owner/Applicant: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

21. To be completed by Engineer/Architect/Surveyor:

a. Total Acreage \_\_\_\_\_

b. Total Number of Lots \_\_\_\_\_

c. Type of Sewage Disposal System

On-Lot System \_\_\_\_\_ Municipal System \_\_\_\_\_

d. Type of Water Supply \_\_\_\_\_

e. Name of Nearest Municipal Water Supply \_\_\_\_\_

f. Name of Nearest Municipal Sewage System \_\_\_\_\_

22. Remarks by Engineer/Architect Surveyor: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

• Please Note:

All Subdivision applicants are required to contact the Sewage Enforcement Officer within their township/municipality. No Subdivision can be recorded or sold until a Sewage Enforcement Officer completes an on-site inspection and approves a sewage planning module or issues a waiver. The Sewage Enforcement Officer for all of Cameron County is Russ Braun, Phone (814) 781-3663.

• Fees include recording costs and should be made payable to the County of Cameron:

Land Development Application = \$78.50

Major Subdivision Application = \$78.50

Minor Subdivision and Lot Add-On Application = \$48.50

**ADMINISTRATIVE CHECKLIST FOR  
PRELIMINARY LAND DEVELOPMENT AND SUBDIVISION PLAN**

**REQUIRED PLAN INFORMATION (as applicable)**

- Subdivision Name
- Show all tracts and boundaries of all affected/adjoining properties
- Boundaries of owner's land contiguous to subdivision
- Layout of proposed streets and lots on contiguous land
- North point, scale, date and necessary legend
- Name of record, the owner, and the sub divider
- Name and seal of engineer and surveyor
- Sufficient data to determine the location, bearing and length of every street, lot & boundary line, and to reproduce such lines on ground. Reference corners accurately described.
- Proposed building set-back lines
- Tract Boundaries, total tract acreage with bearings and distances
- Lot numbers, location of iron and steel corners. Side stakes to be used on each lot
- Lot layout, dimensions, lot numbers, lot acres, total number of lots
- All existing watercourses, tree masses, etc., within subdivision and 200' outside subdivision boundaries
- All existing or proposed roads on or adjacent to tract; r/w, width and route number
- Street profiles and drainage details within the subdivision or providing access thereto. Preliminary designs of new bridges and culverts
- All existing or proposed property lines, easement and rights-of-ways, including utilities
- Location and dimensions of all parcels intended for public use
- Five (5) copies of detailed map with contour lines clearly marked for identification at 20' intervals
- Referendum datum for contour elevations
- All existing buildings, utilities, drainage, structures, etc.
- Vicinity map
- Areas subject to flood or overflow of storm waters, all natural drainage patterns

- Easements – where a subdivision is traversed by a watercourse. Provide drainage easement or right-of-way conforming with line of same
- Soil map showing US Soil Conservation Service interpretations
- Profiles and other explanatory data on sanitary and storm sewage facilities where required. Copy of encroachment permit approved by Penn DOT, and Bureau of Municipal Services
- Copies of Proposed Restrictive Covenants
- Permanent monuments shall be shown
- Erosion and Sedimentation control plan
- **Five (5) copies of application and all supporting documents on a permanent re producible material submitted along with required fees**
- Bonding of roads for major subdivisions required in the amount of 110% higher of two estimates
- All related costs to the development shall be borne by the applicant

**Submit the completed application and appropriate fee, payable to the “County of Cameron,” to:**

**Brenda Munz, Chief Clerk  
County of Cameron  
20 East 5<sup>th</sup> Street  
Emporium, PA 15834  
(814) 486-2315**

**THIS SECTION TO BE COMPLETED BY RESPONSIBLE AGENCY**

Date application forwarded to Cameron County Planning Commission \_\_\_\_\_

Date application forwarded to Cameron County Conservation District \_\_\_\_\_

Date application forwarded to responsible Township/Municipality \_\_\_\_\_

Date of approval of Preliminary Plan:

By Cameron County Planning Commission \_\_\_\_\_

By Cameron County Conservation District \_\_\_\_\_

By Cameron County Commissioners \_\_\_\_\_

Date of Approval of Final Plan:

By Cameron County Planning Commission \_\_\_\_\_

By Cameron County Conservation District \_\_\_\_\_

By Cameron County Commissioners \_\_\_\_\_

Date application forwarded to DEP

Date of approval of preliminary plan by DEP \_\_\_\_\_

Date of approval of final plan by DEP \_\_\_\_\_

Date applicant notified of approval of preliminary plan \_\_\_\_\_

Date applicant notified of approval of final plan \_\_\_\_\_