

**Centre Township  
BERKS COUNTY**

**APPLICATION FOR REVIEW AND CONSIDERATION OF A SUBDIVISION OR LAND  
DEVELOPMENT PLAN**

**Plan Name:** \_\_\_\_\_

**Application Classification:**

- ☐ Major Subdivision  
☐ Minor Subdivision

**Application Submission Status:**

- ☐ Preliminary Plan  
☐ Final Plan

If this is an application for Final Plan of one or more phases, describe phases included:

**Project Location:** \_\_\_\_\_

**Tax Identification Number of Property(ies):** \_\_\_\_\_

**Name and Address of Property Owner(s)**

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

**Contact Person's Name:** \_\_\_\_\_

**Tel** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Name and Address of Applicant (if other than owner)**

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

**Contact Person's Name:** \_\_\_\_\_

**Tel** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Name of Person authorized to submit grants of Township review time extensions:**

\_\_\_\_\_



**Name and Address of Plan Preparer**

Contact Person's Name: \_\_\_\_\_

Tel \_\_\_\_\_ Fax \_\_\_\_\_

**Total Area of Property:** \_\_\_\_\_

For Land Developments, **Total Area affected by proposed development:** \_\_\_\_\_

For Subdivisions, **Total Number of Lots, including residue:** \_\_\_\_\_

**Proposed Use:** \_\_\_\_\_  
\_\_\_\_\_

**Type of Proposed Water Supply:** \_\_\_\_\_

**Type of Proposed Sewage Disposal:** \_\_\_\_\_

**Lineal Feet of New Streets or Roads Proposed:** \_\_\_\_\_

Are all new streets proposed for dedication to the Borough? (If "no", explain) \_\_\_\_\_

**List of plans, reports and other materials being submitted with this Application:**

Number of Copies

Item

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

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

I hereby affirm that I am the owner, or am an authorized representative of the owner, of the property(ies) proposed to be subdivided and/or developed, and have the authority to proceed on behalf of all parties claiming an ownership interest therein, and that to the best of my knowledge and belief all information contained herein is true, correct and complete.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**CENTRE TOWNSHIP  
BERKS COUNTY, PENNSYLVANIA**

RESOLUTION NO. 02-70

**A RESOLUTION OF CENTRE TOWNSHIP, BERKS COUNTY,  
PENNSYLVANIA, ESTABLISHING A FEE SCHEDULE FOR THE FILING  
OF SUBDIVISION LAND DEVELOPMENT APPLICATIONS FOR  
REVIEW BY THE CENTRE TOWNSHIP PLANNING COMMISSION.**

WHEREAS, pursuant to Section 503 of the Pennsylvania Municipalities Planning Code (53 PS. §1053(1)), the Supervisors may establish a schedule of fees for the purpose of accepting and reviewing Subdivision Land Development Plans by the Municipal Planning Commission;

WHEREAS, the Centre Township Board of Supervisors typically review and revise the Township's Subdivision and Land Development Fee Schedule annually at the Township Reorganization Meeting;

WHEREAS, on 11/11/02, by Ordinance No. 101-2002, the Centre Township/Centerport Borough Joint Planning Commission ("Joint Planning Commission") was disbanded, and Centre Township created its own separate Planning Commission known as the Centre Township Planning Commission;

WHEREAS, as a result of disbanding the Joint Planning Commission, the Township desires to create, clarify, renew and/or revise its schedule of fees paid by Developers/Subdividers in connection with the review of Subdivision and Land Development Plans by the Centre Township Planning Commission; and

WHEREAS, the Township recognizes that the fees paid by Developers/Subdividers in connection with the review of a Subdivision Land Development Plan by the Centre Township Planning Commission may be insufficient to cover all costs and expenses associated with such review, and accordingly the Township requires that the fees paid by such applicant must be replenished in order for the Township and its professional staff to complete the review of the submitted plan.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby enacted and resolved by the Board of Supervisors of Centre Township, Berks County, Pennsylvania as follows:

1. The fees for review of Subdivision and Land Development Plans by the Centre Township Planning Commissions are hereby established as follows:



- a. RESIDENTIAL AND AGRICULTURAL (excluding intensive agricultural which shall be considered commercial for fee purposes), Based Upon Number of Lots/Units:

| <u># of Lots/Units</u> | <u>Preliminary Stage</u>                | <u>Final</u> |
|------------------------|---|--------------|
| Less than 6            | \$500                                   | \$500        |
| 6-10                   | \$750                                   | \$500        |
| 11-20                  | \$1500                                  | \$500        |
| 21-50                  | \$2000                                  | \$1000       |
| 51-100                 | \$3000                                  | \$1000       |
| More than 100          | \$5000 plus \$100 per lot/unit over 100 | \$2000       |

- b. COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, INTENSIVE AGRICULTURAL AND ALL OTHER LAND DEVELOPMENT, Based Upon Acreage Directly or Indirectly Affected By The Subdivision/Land Development:

| <u>Acres</u>    | <u>Preliminary Stage</u>           | <u>Final Stage</u> |
|-----------------|------------------------------------|--------------------|
| Less than 2.01  | \$500                              | \$500              |
| 2.01-5.00       | \$1000                             | \$750              |
| 5.01-10.00      | \$2000                             | \$1000             |
| 10.01-25.00     | \$3000                             | \$1500             |
| More than 25.00 | \$5000 plus \$100 per acre over 25 | \$2000             |

2. A general administrative fee of Twenty-Five (\$25.00) for each phase of a Subdivision Land Development Plan shall be paid by the Developer/Subdivider to the Township.
3. The Developer/Subdivider shall reimburse the Township for all time that the Township's secretaries spend working on matters relating to the Subdivision and Land Development Plan at a rate of Twenty-Two Dollars (\$22.00) per hour.
4. The Developer/Subdivider shall reimburse the Township for all engineering and legal fees incurred in the review of the Subdivision and Land Development Plan at the same established rate which the Township's engineer and attorney charge the Township for their respective services.



5. In the event that the balance of the escrow account drops below 25% of the total amount of the required review fees established by the Township Supervisors herein above, or as subsequently amended, then upon written notice to the Applicant, Applicant shall within ten (10) days of such notice remit such additional amount required to pay in full all outstanding balance owed in connection with the review of the plan and to restore the balance to the original amount required by the then applicable fee resolution. Failure to pay any outstanding balance and/or failure to restore the balance of the review fee to the original amount established by the Township may result in the rejection of Subdivision and Land Development Plan in accordance with the Pennsylvania Municipalities Code.
6. The Developer remains liable for all fees and expenses incurred by the Township in connection with the review of Developers Subdivision and Land Development Plan.
7. The Township shall refund or credit any unused portion of the review fees paid by the Developer/Subdivider if the Developer/Subdivider withdraws the Subdivision and Land Development Plan during the review process or if the Plan is rejected.

RESOLVED this 7 day of Dec, 2002.

ATTEST:

George M. ...  
Secretary

CENTRE TOWNSHIP  
BOARD OF SUPERVISORS

Ronald Knepp  
Ronald Knepp, Chairman

Edward Leh  
Edward Leh, Vice Chairman

Clair L. Miller  
Clair Miller, Supervisor



Township of Centre  
Berks County, Pennsylvania

GRANT OF EXTENSION OF TIME IN WHICH TO CONSIDER  
AND ACT ON SUBDIVISION OR LAND DEVELOPMENT PLAN

Developer ("Developer"): \_\_\_\_\_

Title of Plan ("Plan"): \_\_\_\_\_

Plan Date: \_\_\_\_\_

Latest Plan Revision Date: \_\_\_\_\_

Plan Prepared By: \_\_\_\_\_

Current Plan Action Deadline Date: \_\_\_\_\_

New Plan Action Deadline Date: \_\_\_\_\_

The Developer hereby agrees that the Board of Supervisors of the Township of Centre shall have the period of time to and including the above-referenced New Plan Action Deadline Date in which to consider the above-described subdivision and/or land development Plan, and an additional fifteen (15) days thereafter to communicate a written decision on said Plan.

I am signing this document in my capacity as Developer or as Developer's agent. If signing as Developer's agent, I expressly state that I have been authorized to agree to extensions of the time period in which the above-described subdivision or land development Plan may be considered and acted upon.

By signing this document, I hereby verify that I have reviewed and understand the statements made herein and that all such statements are true and correct to the best of my knowledge, information and belief. These statements are being given by me to induce official action on the part of the Board of Supervisors of the Township of Centre, and I understand that any false statements made herein are being made subject to the penalties of 18 Pa.C.S. §4904 relating to unsworn falsification to authorities.

FOR THE DEVELOPER:

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

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_



# County Referral - Land Subdivision & Land Development Review Application

**TO:** Berks County Planning Commission, Berks County Services Center, 633 Court Street, 14<sup>th</sup> Floor,  
Reading, PA 19601 Tel: 610 478-6300 FAX: 610 478-6316

**SUBJ:** Request for review of a subdivision or land development proposal pursuant to the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended. This application must be completed by the applicant or his agent and submitted by the municipality along with the required number of plans and the required fee (see fee schedule).

\*\*\*\*\**(To be completed by the Municipality)*\*\*\*\*\*

**FROM:** Municipality \_\_\_\_\_ Date \_\_\_\_\_  
Municipal Official's Name \_\_\_\_\_ Position \_\_\_\_\_  
Name of Proposal \_\_\_\_\_

*(Check appropriate level of Submission)*

**Type of Plan:** ☐ Sketch Plan  
☐ Sketch Plan for Record  
☐ Preliminary  
☐ Final  
☐ Revision to Plan of Record

**Type of Submission:** ☐ New Proposal  
☐ Revision to a Prior Proposal  
☐ Phase or Section of a Prior Proposal

*(Check Act 167 Watershed/site location)*

|  |   |
|--|---|
| <input type="checkbox"/> Schuylkill River (Plan in Progress)                     | <input type="checkbox"/> Perkiomen Creek                          |
| <input type="checkbox"/> Little Schuylkill River                                 | <input type="checkbox"/> Swamp Creek (Plan in Progress)           |
| <input type="checkbox"/> Maiden Creek (Plan in Progress)                         | <input type="checkbox"/> French Creek                             |
| <input type="checkbox"/> Swatara Creek   | <input type="checkbox"/> Conestoga Creek (Act 167 Plan Adopted)   |
| <input type="checkbox"/> Little Lehigh Creek (Act 167 Plan Adopted)(Updated)     | <input type="checkbox"/> Tulpehocken Creek (Act 167 Plan Adopted) |
| <input type="checkbox"/> Manatawny Creek   | <input type="checkbox"/> Cocalico Creek (Act 167 Plan Adopted)    |
| <input type="checkbox"/> Sacony Creek (Act 167 Plan Adopted)(Update In Progress) |   |

\*\*\*\*\**(To be completed by the Applicant)*\*\*\*\*\*

Applicant/Equitable Owner \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Record Owner \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Engineer or Surveyor \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Location of Proposal \_\_\_\_\_

Total Acreage \_\_\_\_\_ Area to be Subdivided \_\_\_\_\_ Disturbed Area for Development \_\_\_\_\_

(Non-Residential Land Development Only)

Description of intent of proposal [including land use(s)] \_\_\_\_\_

**Type of Land Use Proposed: (No. of Lots or Units)**

|  |   |  |
|--|---|--|
| <b>Residential:</b> <input type="checkbox"/> Single-Family | <b>Non-Residential:</b> <input type="checkbox"/> Commercial | <b>Misc.:</b> <input type="checkbox"/> Annex |
| <input type="checkbox"/> Semi-Detached                     | <input type="checkbox"/> Industrial                         | <input type="checkbox"/> Open Space/Rec.     |
| <input type="checkbox"/> Townhouse                         | <input type="checkbox"/> Public                             | <input type="checkbox"/> Residue             |
| <input type="checkbox"/> Apartment                         | <input type="checkbox"/> Agriculture                        |  |
| <input type="checkbox"/> Manufactured Home                 | <input type="checkbox"/> Other (Explain) _____              |  |
| <input type="checkbox"/> Other (Explain) _____             |   |  |

OVER

Linear Feet of New Streets Proposed for Dedication: \_\_\_\_\_

Linear Feet of New Streets Proposed for Private Use: \_\_\_\_\_

**Water Supply:**    ☐ Public  
                          ☐ Community  
                          ☐ On-lot

**Sewage Disposal:**    ☐ Public  
                                  ☐ Community  
                                  ☐ On-lot  
                                  ☐ Other (explain) \_\_\_\_\_

Members of the Berks County Planning Commission and staff are authorized to enter land for site inspection, if necessary.

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

\*\*\*\*\*  
***BCPC USE ONLY***  
\*\*\*\*\*

BCPC File No. \_\_\_\_\_ Fee Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Dated Received \_\_\_\_\_

Submission Discrepancy(s)    ☐ No    ☐ Yes

Explain Any Discrepancy(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Discrepancy(s) Resolved: \_\_\_\_\_