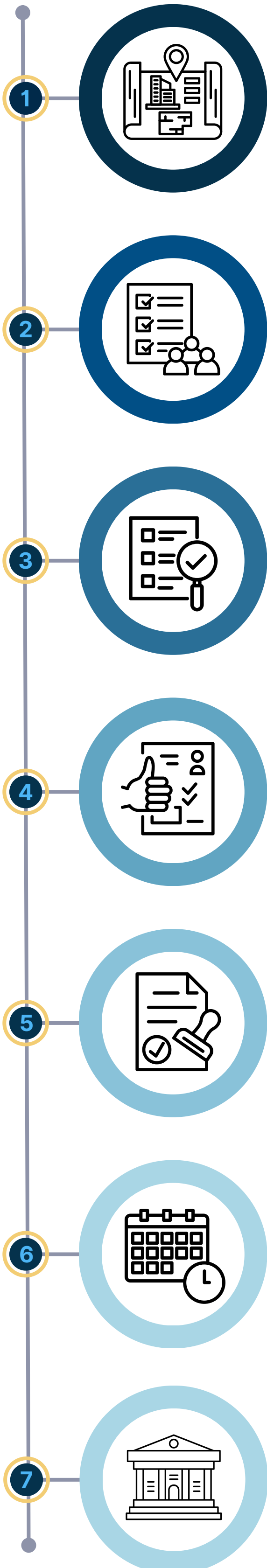


# Subdivide or Develop a property



## Submit a Plan

A full set of Plans are submitted to the municipality and County Planning Office. Requirements are indicated in the municipal Subdivision and Land Development Ordinance (SALDO).\*

## Municipal Distribution

The plans are distributed to municipal officials for review. The Planning Commission will determine consistency with the ordinances in effect.

## Ordinance Compliance

Typically, once a determination is provided to the Applicant by the Planning Commission, the Applicant will review the comments. A revised Plan may be submitted, if necessary

## PC Recommendation

Once it is determined that a Plan meets municipal ordinances, the Planning Commission votes to recommend that the Borough Council or Township Board of Supervisors approve the Plan.

## Approval

The governing body, aided by engineering and legal officials, will then provide a determination on whether the Plan is approved or denied to the Applicant.

## Timeframe

Municipalities have 90 days to review and provide a determination on a plan. Within those 90 days, the County Planning Office has 30 days to provide advisory comments.

## Recording

Once Final Plan approval is obtained, it is recorded at the Adams County Courthouse. Obtain necessary permits before construction begins.

\*Always consult with the municipality to confirm their submission and approval procedure\*