

ARTICLE III - APPLICATION PROCEDURES

SECTION 3:10 GENERAL PROCEDURES

- 3:101 This Article provides an overview of the general procedures for the application, submission, review and the approval of proposed subdivision plans or land development plans within Rockland Township.
- 3:102 All subdivision and land development plans within Rockland Township shall be reviewed by the Rockland Township Planning Commission, the Berks County Planning Commission and other Township, State or County officials as deemed necessary, and shall be approved or disapproved by the Rockland Township Board of Supervisors in accordance with the procedures specified within this Article and within other Sections of this Ordinance.
- 3:103 For all proposed subdivision and land development plans, except those that qualify as Minor Subdivisions or Revised Plans of Record, a Preliminary Plan and a Final Plan must be submitted to the Township for review and approval. Those plans exempted from this standard procedure shall comply with the procedures identified under Sections 3:40 or 3:70 of this Ordinance.

SECTION 3:20 JURISDICTION

- 3:201 The Rockland Township Board of Supervisors shall have jurisdiction over subdivision and land development within the Township limits. In order to assist the Board of Supervisors in its consideration of subdivisions and land developments, the Board of Supervisors hereby decrees that the Rockland Township Planning Commission shall serve the following functions:
- A. All plans proposing subdivision or land development, upon submission to the Township, shall be referred to the Planning Commission for review.
 - B. The Planning Commission shall make recommendations to the Board of Supervisors concerning approval, conditional approval, or disapproval of such plans.
 - C. The Planning Commission shall also make recommendations to the Board of Supervisors concerning the interpretation of this Ordinance and the Rockland Township Zoning Ordinance.

3:202 The Rockland Township Board of Supervisors shall consider the recommendations offered by the Planning Commission prior to taking action on any proposed subdivision or land development plan.

SECTION 3:30 SKETCH PLAN APPLICATION AND REVIEW

3:301 Pre-plan Consultation

- A. Prior to submission of a Sketch Plan, applicants for larger developments are encouraged to discuss their intent with the Township Planning Commission.
- B. The applicant may request additional discussions with the Township's consultants, Engineer and/or Zoning Officer at their discretion; however, the applicant shall be responsible for reimbursing the Township for any expenses incurred as a result of the discussions.
- C. The Township shall make available to developers copies of this Ordinance, the Zoning Ordinance, street maps, and other related ordinances, maps and information which may affect the development of the property under question, provided that the developer pay the customary charges for all requested documents.

3:302 Sketch Plan Submission

- A. Prior to the submission of a Preliminary Plan (or a Final Plan where a Preliminary Plan is not required), applicants are very strongly encouraged to submit a Sketch Plan. A Sketch Plan review allows an applicant to save substantial time and engineering costs by resolving issues concerning layout and Township regulations prior to detail engineering.
- B. A Sketch Plan shall be considered as an unofficial submission to the Township for the purposes of informal review and discussion between the applicant and the Township.
- C. For maximum usefulness, Sketch Plans should contain the information specified in Section 4:101.
- D. Where a sketch plan is submitted, seven (7) copies of the plan shall be submitted to the Township Secretary for distribution a minimum of ten (10) days prior to the public meeting at which the plan will be presented.

3:303 Sketch Plan Review

- A. The Rockland Township Planning Commission may meet with the applicant and informally discuss the conceptual suitability of the proposed development, its relationship to existing streets and utilities, the proposed arrangement and density of the development, and the compatibility of the proposed Plan with the Comprehensive Plan.
- B. Based upon this meeting, the Planning Commission may inform the applicant of any apparent deficiencies in the plan, offer recommendations regarding changes or modifications or recommend the submission of a Preliminary Plan (or a Final Plan where a Preliminary Plan is not required). The Planning Commission shall take no formal action to either approve or disapprove a Sketch Plan.
- C. Due to the informal nature of a Sketch Plan application, the recommendation of the Planning Commission to submit a Preliminary Plan (or a Final Plan) shall not be deemed to constitute an approval.
- D. Where the Township Planning Commission believes the proposal will have an impact on an adjacent or nearby municipality, the Township may require the applicant to submit one copy of the plans to the potentially affected municipality for review and comment. The Planning Commission shall consider any recommendations or input received by the affected municipality.

SECTION 3:40 MINOR SUBDIVISION

3:401 Classification

- A. A Minor Subdivision shall be classified as such if it complies with the following criteria:
 - 1. The proposed subdivision of a parcel of land has frontage on an existing public or private street and no further construction or widening of the street is proposed.
 - 2. No public improvement (i.e., intended to be dedicated to the Township) will be constructed.
 - 3. No land disturbance activities will take place on each of the proposed lots except those incidental to construction of a single-family dwelling.

- 4. No more than two residential building lots are to be created.
- B. Where the sole purpose of the proposed plan is to annex a lot or parcel to an adjacent lot or parcel with no other proposed disturbances or improvements associated with the proposal, the plan shall qualify as a Minor Subdivision.
- C. Where the sole purpose of the proposed plan is to adjust a common lot line between two abutting legally approved and recorded lots with no other proposed disturbances or improvements associated with the proposal, the plan shall qualify as a Minor Subdivision.

3:402 Application

- A. A Final Plan complying with the submission requirements of Section 3:601 and the plan requirements of Section 4:30 shall be prepared for a Minor Subdivision.

3:403 Review and Approval

- A. The review and approval of a Final Plan for a Minor Subdivision shall be in accordance with the provisions of Sections 3:602 and 3:603.

SECTION 3:50 PRELIMINARY PLAN APPLICATION AND REVIEW

3:501 Preliminary Plan Submission

- A. All Preliminary Plans submitted pursuant to this Ordinance shall conform to the requirements of this Ordinance and shall, in addition, be submitted in person by the applicant or his agent to the Township Secretary at least fourteen (14) days before the next regularly scheduled Planning Commission meeting. All submissions shall be on the form promulgated by the Township for the submission of subdivision or land development plans. Submissions will be accepted for review by the Township only at the regularly scheduled monthly meeting of the Rockland Township Planning Commission.
- B. Official submission of a Preliminary Plan to the Township Secretary shall consist of:
 - 1. Two (2) copies of the application for review of preliminary subdivision or land development plan on the form promulgated for this purpose.

2. Copies of the Preliminary Plan and all supporting plans and information to enable proper distribution and review, as follows:
 - a. Two (2) complete plan sets, to include all supporting plans and information.
 - b. Two (2) complete plan sets without supporting information accompanied by an Act 247 referral on a form provided by the Berks County Planning Commission.
 - c. Seven (7) sets of the title sheet, lot layout sheet, grading sheet, landscaping sheet and other appropriate sheets as determined by the Township Engineer. Applicants are encouraged to contact the Township Engineer in advance to determine the appropriate sheets for submission.
 - d. Five (5) sewage planning modules (as necessary for on-lot systems) with accompanying plot plan for each module.
 3. Payment of application fees and deposit of escrow for plan review cost, as prescribed in the applicable fee schedule.
- C. Copies of the Preliminary Plan and all required supplemental data initially shall be submitted to the Township Secretary, together with the required fees and escrow deposit established in accordance with the terms of this Ordinance. The Township Secretary shall note the date of receipt of the application, fees, and escrow deposit.
1. The application shall not be deemed to be accepted until a complete application, the required fees and the required escrow deposit all have been submitted. The plan must also be formally accepted for review by the Rockland Township Planning Commission.
 2. The Township Secretary shall make a preliminary review of the application. If the Township Secretary determines that the application is defective on its face, he or she shall notify the applicant, and the application is deemed not accepted. The applicant may request the return of all submissions for the purpose of correction and resubmission.

- D. Upon submission of a complete application, together with all required fees and escrow deposits, the Township Secretary shall forward the application, plans, and other required materials to all Township Planning Commission members and the Township Engineer. In addition, copies shall be transmitted to, as applicable:
1. Berks County Planning Commission (2 copies & Act 247 referral form)
 2. Township Sewage Enforcement Officer (5 copies of the planning module with accompanying plot plans) for review of matters relating to adequacy of the site to sustain on-site water and/or sewage disposal systems.
 3. Such additional persons or agencies as the Township shall determine appropriate including, but not limited to the Township Solicitor, Township Code Enforcement Officer and/or Zoning Officer.
 4. All fees charged by these agencies for review shall be paid by the applicant.
- E. The applicant is responsible for submitting plans to the Berks County Conservation District, the Pennsylvania Department of Transportation (HOP set) and the Pennsylvania Department of Environmental Protection (NPDES set) and paying all fees required by these agencies.

3:502 Preliminary Plan Review

- A. The Township Engineer shall review the Preliminary Plan to determine its conformance to the Township Zoning Ordinance, Stormwater Management Ordinance and Subdivision and Land Development Ordinance. The Township Engineer may recommend changes, alterations or modifications, as he may deem necessary. The report of the Township Engineer shall be in writing and shall be submitted to the Township Planning Commission prior to the regularly scheduled or special meeting at which the Preliminary Plan is to be considered by the Township Planning Commission.
- B. The Township Planning Commission shall review all plans referred to it and shall consider any recommendations made by the County Planning Commission, the Township Engineer, and any other persons or entity who shall have submitted comments with respect to any such application before rendering its recommendation on the proposed Preliminary Plan.

- C. Where the Township Planning Commission believes the proposal will have an impact on an adjacent or nearby municipality, the Township may direct the applicant to submit one copy of the plans to the potentially affected municipality for review and comment. The Planning Commission shall consider any recommendations or input received by the affected municipality.
- D. After such review or reviews conducted and within seven (7) calendar days of the last meeting where a recommendation is made to the Board of Supervisors, the Secretary of the Planning Commission shall send written notice of the recommendations of the Planning Commission and the reasons therefore, citing specific sections of statutes or Ordinances relied upon, to:
 - 1. the Board of Supervisors
 - 2. the applicant
 - 3. the governing body of any other adjacent municipality, if the proposed project includes land in that municipality or directly abuts its boundaries.

3:503 Preliminary Plan Approval

- A. When a Preliminary Plan has been officially submitted to the Board of Supervisors by the Planning Commission, such plan shall be placed on its agenda for review and action.
- B. In acting on the Preliminary Plan, the Board of Supervisors shall review the plan and the written comments of the Planning Commission, Township Engineer, County Planning Commission, and all other reviewing agencies to determine conformity of the application to the standards of this and any other applicable Ordinance. The Board may specify conditions, changes, modifications, or additions to the application which it deems necessary and may make a decision to grant preliminary approval subject to such conditions, changes, modifications, or additions, citing appropriate Ordinance provisions or reject the plan based upon specific non-compliance with cited regulations of this or any other Township Ordinance.
- C. For the purpose of Section 508 of the Municipalities Planning Code, the Township Planning Commission is the body which first reviews any application. All applications for preliminary approval of a plan shall be acted upon by the Board of Supervisors and communicated

to the applicant within 90 days following the date of the regular meeting of the Planning Commission next following the date the application is filed, provided that should the said next regular meeting of the Planning Commission occur more than 30 days following the filing of the application, the said 90-day period shall be measured from the 30th day following the day the application is filed.

- D. The decision of the Board of Supervisors shall be in writing and shall be communicated to the applicant personally or mailed to the applicant not later than 15 days following the decision or by the end of said 90-day period, whichever shall occur first. The form and content of the decision shall comply with applicable requirements of Section 508 of the Municipalities Planning Code.
- E. When deemed necessary, the applicant may agree, in writing, to an extension of time beyond the 90-day period prescribed by this section in which a decision concerning the status of an application for approval of a plan is to be rendered. Upon receipt of the applicant's written extension request, the Board shall render a decision and communicate it, in the prescribed manner, to the applicant before termination of the extended time period.
- F. Whenever the approval of a Preliminary Plan is subject to conditions, the written action of the Board as prescribed herein shall: (a) specify each condition of approval, citing relevant Ordinance provisions in each case, and (b) require the applicant's written agreement to the conditions. Where the applicant's written agreement is not received within the time allotted, the Board shall be deemed to have denied approval.

SECTION 3:60 FINAL PLAN APPLICATION AND REVIEW

3:601 Final Plan Submission

- A. Within one (1) year of receiving approval or approval with conditions of a Preliminary Plan, the applicant shall submit a Final Plan. All Final Plans submitted pursuant to this Ordinance shall conform to the terms of the approval of the Preliminary Plan and shall be submitted in person by the applicant or his agent to the Township Secretary at least fourteen (14) days before the next regularly scheduled Planning Commission meeting. Submissions will be accepted for review by the Township only at the regularly scheduled monthly meeting of the Rockland Township Planning Commission.

- B. The Board of Supervisors may permit submission of the Final Plan as a phased development, pursuant to the terms of Section 508(4) of the Municipalities Planning Code.
- C. Official submission of a Final Plan to the Township Secretary shall consist of:
 - 1. Two (2) copies of the application for review of final subdivision or land development plan on the form promulgated for this purpose.
 - 2. Copies of the Final Plan and all supporting plans and information to enable proper distribution and review, as follows:
 - a. Two (2) complete plan sets, to include all supporting plans and information.
 - b. Two (2) complete plan sets without supporting information accompanied by an Act 247 referral on a form provided by the Berks County Planning Commission (unless previously completed under the preliminary plan).
 - c. Seven (7) sets of the title sheet, lot layout sheet, grading sheet, landscaping sheet and other appropriate sheets as determined by the Township Engineer. Applicants are encouraged to contact the Township Engineer in advance to determine the appropriate sheets for submission.
 - d. Five (5) sewage planning modules (as necessary for on-lot systems) with accompanying plot plan for each module (unless previously submitted with preliminary plan).
 - 3. Payment of application fees and deposit of escrow for plan review cost, as prescribed in the applicable fee schedule.
- D. Copies of the Final Plan and all required supplemental data initially shall be submitted to the Township Secretary, together with the required fees and escrow deposit established in

accordance with the terms of this Ordinance. The Township Secretary shall note the date of receipt of the application, fees, and escrow deposit.

1. The application shall not be deemed to be accepted until a complete application, the required fees and the required escrow deposit all have been submitted. The plan must also be accepted for review by the Rockland Township Planning Commission.
 2. The Township Secretary shall make a preliminary review of the application. If the Township Secretary determines that the application is defective on its face, he or she shall notify the applicant, and the application is deemed not accepted. The applicant may request the return of all submissions for the purpose of correction and resubmission.
- E. Upon submission of a complete application, together with all required fees and escrow deposits, the Township Secretary shall forward the application, plans, and other required materials to all Township Planning Commission members and the Township Engineer, in addition to any additional persons or agencies as the Township shall deem appropriate, including, but not limited to, the Berks County Planning Commission.
- F. The applicant is responsible for submitting plans to the Berks County Conservation District, the Pennsylvania Department of Transportation (HOP set) and the Pennsylvania Department of Environmental Protection (NPDES set) and paying all fees required by these agencies.

3:602 Final Plan Review

- A. The Township Engineer shall review the Final Plan to determine its conformance to the Township Zoning Ordinance, Stormwater Management Ordinance and Subdivision and Land Development Ordinance. The Township Engineer may recommend changes, alterations or modifications, as he may deem necessary. The report of the Township Engineer shall be in writing and shall be submitted to the Township Planning Commission prior to the regularly scheduled or special meeting at which the Final Plan is to be considered by the Township Planning Commission.
- B. The Township Planning Commission shall review all plans referred to it and shall consider any recommendations made by the

County Planning Commission, the Township Engineer, and any other persons or entity who shall have submitted comments with respect to any such application before rendering its recommendation on the proposed Final Plan.

- C. After such review or reviews conducted and within seven (7) calendar days of the last meeting where a recommendation is made to the Board of Supervisors, the Secretary of the Planning Commission shall send written notice of the recommendations of the Planning Commission and the reasons therefore, citing specific sections of statutes or Ordinances relied upon, to:
1. the Board of Supervisors
 2. the applicant
 3. the governing body of any other adjacent municipality, if the proposed project includes land in that municipality or directly abuts its boundaries.

3:603 Final Plan Approval

- A. When a Final Plan has been officially submitted to the Board of Supervisors by the Planning Commission, such plan shall be placed on its agenda for review and action.
- B. In acting on the Final Plan, the Board of Supervisors shall review the plan and the written comments of the Planning Commission, Township Engineer, County Planning Commission, and all other reviewing agencies to determine conformity of the application to the standards of this and any other applicable Ordinance. The Board may specify conditions, changes, modifications, or additions to the application which it deems necessary and may make a decision to grant final approval subject to such conditions, changes, modifications, or additions, citing appropriate Ordinance provisions or reject the plan based upon specific non-compliance with cited regulations of this or any other Township Ordinance.
- C. For the purpose of Section 508 of the Municipalities Planning Code, the Township Planning Commission is the body which first reviews any application. All applications for final approval of a plan shall be acted upon by the Board of Supervisors and communicated to the applicant within 90 days following the date of the regular meeting of the Planning Commission, next following the date the application is filed, provided that should the said next regular meeting of the Planning Commission occur more than

30 days following the filing of the application, the said 90-day period shall be measured from the 30th day following the day the application is filed.

- D. The decision of the Board of Supervisors shall be in writing and shall be communicated to the applicant personally or mailed to the applicant not later than 15 days following the decision or by the end of said 90-day period, whichever shall occur first. The form and content of the decision shall comply with applicable requirements of Section 508 of the Municipalities Planning Code.
- E. When deemed necessary, the applicant may request, in writing, to an extension of time beyond the 90-day period prescribed by this section in which a decision concerning the status of an application for approval of a plan is to be rendered. Upon receipt of the applicant's written extension request, the Board shall render a decision and communicate it, in the prescribed manner, to the applicant before termination of the extended time period.
- F. Whenever the approval of a Final Plan is subject to conditions, the written action of the Board as prescribed herein shall: (a) specify each condition of approval, citing relevant Ordinance provisions in each case, and (b) require the applicant's written agreement to the conditions. Where the applicant's written agreement is not received within the time allotted, the Board shall be deemed to have denied approval.
- G. All pertinent agreements, contracts, fee and contributions shall be satisfactorily completed and/or executed by the applicant prior to Township approval.
- H. Every Final Plan approval shall be subject to these further conditions:
 - 1. The applicant shall execute a subdivision and land development agreement in accordance with this Ordinance.
 - 2. The applicant shall provide a performance guarantee in accordance with this ordinance.
 - 3. The applicant shall comply with the recording instructions contained in this Ordinance.
 - 4. The applicant agrees, if requested, to tender a deed of dedication to the Township for such streets, any and all easements for sanitary sewers, water lines, or storm sewers,

and improvements thereto, including street paving, sidewalks, street trees, water mains, fire hydrants, sanitary and storm sewers, manholes, inlets, pumping stations, and other appurtenances as shall be constructed as public improvements and as are required for the promotion of public welfare, after all streets, sidewalks, sewers, and the like are completed and such completion is certified as satisfactory by the municipal engineer. The Board may require that the applicant supply a title insurance certificate from a reputable company before any property is accepted for the Township.

5. Whenever the applicant is providing open space as part of the development, an easement in perpetuity restricting such open space against further subdivision or development shall be executed between the applicant and the Township or an organization acceptable to the Township, and shall run to the benefit of the Township and lot purchasers in the subdivision or land development.
6. The applicant shall have applied for and obtained all required permits from agencies having jurisdiction over ancillary matters necessary to effect the subdivision or land development, such as the Pennsylvania Department of Transportation (PennDOT) and Environmental Protection (DEP).

SECTION 3:70 REVISED PLAN OF RECORD

3:701 Any revision, replatting or resubdivision of land which includes changes to a Recorded Plan shall be considered a subdivision and shall comply with all regulations within this Ordinance, except that:

- A. Lot lines may be changed from those on a Recorded Plan provided that in making such changes:
 1. No lot or tract of land shall be created or sold that is smaller than the minimum dimensions required by the Rockland Township Zoning Ordinance.
 2. Easements or rights-of-way shall not be changed.
 3. Street locations and block sizes shall not be changed.
 4. No lot shall be created which does not abut an existing or proposed public Street.

5. Open space and recreational areas shall not be reduced.

3:702 In every case wherein lot lines are changed as permitted above, the applicant shall:

- A. Prepare and submit a Revised Plan of Record to the Township for review and approval. The Revised Plan of Record shall be submitted and prepared in accordance with the Final Plan requirements of Sections 3:601 and 4:30 of this Ordinance.
- B. The Revised Plan of Record shall specifically identify the previous Plan of Record superseded and shall also contain the record references.
- C. After the Revised Plan of Record has been approved by the Township, the applicant shall then record the new plan in accordance with this Ordinance.

SECTION 3:80 LAND DEVELOPMENT PLANS

3:801 A Land Development plan shall comply with the standard review procedures of this Ordinance (i.e., preliminary and final plan procedure), unless otherwise specified.

3:802 Occasionally, situations involving only one lot may arise whereby it is unclear whether or not a Land Development Plan is required by the Ordinance. In this event, the developer may present information regarding the development to the Planning Commission. The information shall be sufficient to illustrate the type and extent of the development and the potential impact of the proposal upon traffic, stormwater management, sewage disposal, water supply, and similar concerns. The Planning Commission shall review the information and make a recommendation to the Board of Supervisors as to whether or not the Land Development procedures of this Ordinance should be followed. The Planning Commission may wish to consult the Township Engineer and Solicitor prior to making its recommendation. The Board of Supervisors shall, after consideration of the Planning Commission's recommendation, make the final decision as to whether or not a Land Development Plan will be required.

3:803 Where the impact of the proposed land development creates a minimal impact upon the community and the surrounding infrastructure of the Township, the Township Planning Commission, upon receipt and review of a Sketch plan, may allow a project to be considered a minor land development plan. When this determination is made, the applicant may

proceed directly to a Final Plan submission meeting the requirements of Sections 3:60 & 4:30.

SECTION 3:90 APPROVAL AND RECORDING OF PLANS

- 3:901 After the completion of the procedures required within this Ordinance, the Rockland Township Planning Commission shall place their endorsements on at least five (5) copies of the Plan which is to be recorded. The Plans shall be dated and signed by at least a majority of the members on the Planning Commission.
- 3:902 After the completion of the procedures required within this Ordinance, the Rockland Township Board of Supervisors shall place their endorsements on at least five (5) copies of the Plan which is to be recorded. The Plans shall be dated, sealed and signed by at least a majority of the Township Supervisors.
- 3:903 After the completion of the procedures required within this Ordinance, the Rockland Township Engineer shall place his endorsement on at least five (5) copies of the Plan that is to be recorded.
- 3:904 No changes, erasures, modifications or revisions shall be made to any Subdivision or Land Development Plan after the Plan has been endorsed by the Township, unless the Plan has been resubmitted to the Township for review as required within this Ordinance.
- 3:905 After the Plan has been properly endorsed by the Township, the applicant shall submit the Plans to the Berks County Planning Commission for their endorsement. No Plan may be legally recorded unless it has been properly endorsed by the Township and the Berks County Planning Commission.
- 3:906 After the Plan has been properly endorsed by the Township and the Berks County Planning Commission, the applicant shall record the Plans with the Berks County Recorder of Deeds within ninety (90) days of the date the Plan was endorsed by the Township. If the applicant fails to record the Plan within the ninety (90) day time period, the action of the Township will become null and void. The Board may reaffirm approval of the plan and authorize its recording where, following expiration of the 90-day period or any approved extension thereof, no significant changes to relevant Ordinance provisions or to other circumstances relevant to the proposed plan have been made. Conversely, if the Board finds that such changes have occurred, the original plan approval shall continue to be null and void.
- 3:907 After the Plan has been recorded, the applicant shall provide the Township with two (2) certified copies of the Recorded Plan.

3.908 For all subdivision and land development plans proceeding through both the preliminary and final plan review procedures, the applicant shall provide two (2) digital copies of the plan as follows:

- A. A digital submission of all drawings in both Portable Document Format (PDF) and Computer Aided Design (CAD) formats. Consultation with the Township Engineer shall be required prior to submission to confirm the specific format of CAD drawings to conform to the Township's file usage needs. This submission shall be on a compact disc (CD) in uncompressed format only. The digital submission shall provide an exact duplicate of paper drawings. Raster format data or external drawing data shall be imported as blocks, not external references. Proprietary fonts shall not be used. Elevations shall be referenced to the most recent coordinate system utilized by the Township.

- B. The digital submission shall be prepared to meet commonly accepted drafting and engineering industry standards for layers, but shall, as a minimum, include descriptive information layers containing the following:
 - 1. Lot lines (no text).
 - 2. Right-of-way lines (no text).
 - 3. Street center lines (no text).
 - 4. Edge of pavement lines/curb lines.
 - 5. Easements; separate layers for water, sanitary sewer and stormwater, which must be further separated for improvements offered for dedication and those improvements to be held in private deed restrictions.
 - 6. All environmentally sensitive areas, including floodplain, steep slopes, riparian buffer and high water table soils.
 - 7. Utilities; separate layers for water, electrical supply, and sanitary sewers. These layers shall provide detail for individual features in each type of utilities. These features shall include but not be limited to pipes, laterals, valves, manholes, transmission lines, street lights, service boxes, and poles.

8. Stormwater facilities; separate layers for facilities offered for dedication and those to be held in private ownership and/or under easement, i.e., swales, basins, etc.
9. Surveyed and Proposed Contour Elevations.
10. Proposed building footprints including primary and accessory structures, and driveways.
11. Proposed landscaping features.
12. Text.