

General Submission Requirements

This is a list of documentation which is generally required for all subdivision and land development submissions. Please be aware that additional documentation may be required by the ordinance to accompany your submission. For more information about what information will be required in addition to your plan, please reference the Quick Reference Guide related to your proposed development. (*General submission requirements can be found under ordinance Section 3.11.C*)

- ***1** Copy of the Subdivision and Land Development Application Form
 - The County Subdivision and Land Development Application Form can be found on the [Lycoming County Subdivision and Land Development webpage](#) via the [Lycoming County Planning Department webpage](#).
- ***The** required fee as per the fee schedule on the Subdivision and Land Development website.
 - We accept checks and cards, however, there is a convenience fee for cards and we may not have someone present who is capable of processing the card.
- ***6** copies of the plan
 - At least 3 to scale plans should be submitted.
 - At least 1 plan should be no more than 18" x 24". This plan must be black and white.
- Additional documentation may be required based on ordinance requirements. Please consult the applicable submission procedures on the Subdivision and Land Development webpage for more information about what additional documentation will be required for your plan.
 - Lot-Addition and Lot-Consolidation subdivisions and sometimes minor Building-Addition land developments do not require additional documentation depending on if they impact access, sewage disposal, or other aspects of site planning. Consult with the Lycoming County Planning Commission staff to determine if your Lot-Addition or Lot-Consolidation subdivision or your minor Building-Addition land development will require additional documentation to be submitted with the plans.

****Please note that your application will not be considered to be formally submitted until our office has received these items.***