

# VENANGO TOWNSHIP

## LAND SUBDIVISION PROCEDURE

Version 4/2007

1. Obtain Zoning Ordinance Regulations from Venango Township (814) 739-2688
2. Contact the Erie County Department of Health (814) 451-6751  
606 W 2<sup>nd</sup> St  
Erie PA 16507
  - A. Planning Module for the Department of Environmental Resources
    1. To be completed by a Professional Land Surveyor or Engineer
    2. To be signed by property owner
  - B. Site Investigation and/or Percolation Testing
    1. Replotting with NO new lots
      - a. Site investigation of existing functioning system by Erie County Department of Health.
    2. Subdivision of vacant parcel into lots:
      - a. Site investigation of Test Pits by Erie County Health Department and YOUR contractor with a backhoe.
      - b. Percolation tests of septic locations by YOUR contractor and the Erie County Health Department.
  - C. Plot Plan of the area to be subdivided
    1. Replotting with NO new lots:
      - a. Location of existing septic systems
      - b. Location of new lot lines and structures
    2. Subdivision of vacant parcel into lots:
      - a. Location of Site Investigation Pits - ▲
      - b. Location of Percolation holes - ●
      - c. Location of soil conditions and types
      - d. USGS Topographic elevation information
      - e. Slope of surface area at septic location
    3. Survey of the property by a Professional Land Surveyor
      - a. One (1) Mylar and a minimum of Eight (8) Prints
      - b. Mylar and ALL prints to be notarized by Property Owner (s)
      - c. Mylar and ALL prints to be presented to Venango Township Planning Commission.  
Regular meetings scheduled for the first(1st) Monday of each month at 6:00PM.

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  - d. Make 2 copies of each form and send to Erie County Health Department for signature and submission to DER in Meadville.
  - e. Take Mylar and ALL prints to the Erie County Department of Planning for review and signature at the Erie County Court House (814) 451-6016.
  - f. Take Mylar and ALL prints to Venango Township Supervisors for approval. Regular meeting scheduled for the First (1<sup>st</sup>)                      Mondays of each month at 7:00PM.
  - g. Take Signed Mylar and All prints to Recorder of Deeds at the Erie County Court House for recording.
  - h. Return one (1) completed print to the Venango Township Secretary for Recording.