

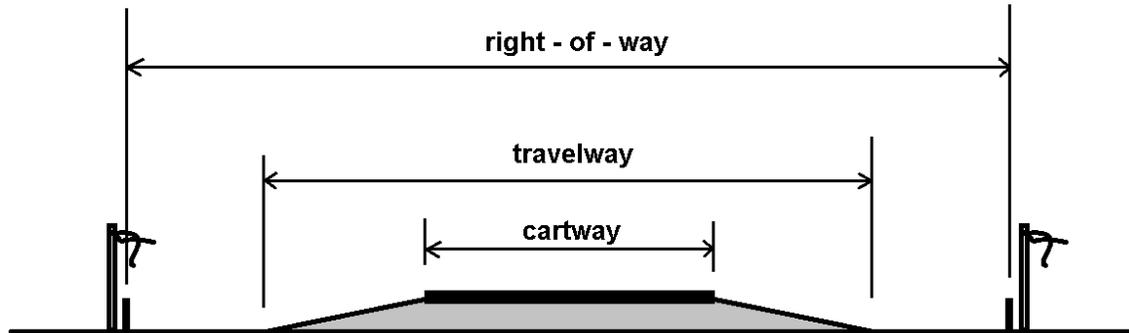
Guidance for Preparing a Zoning Plot Plan

The Zoning Plot Plan must be prepared by a professional land surveyor registered to practice in the Commonwealth of Pennsylvania if;

- a. The property is to be used for commercial purposes.
- b. The property is less than one acre in size.
- c. You cannot draw an ACCURATE representation of the property and amenities or provide ACCURATE setback measurements.

Otherwise you or your builder may prepare the property plot plan.

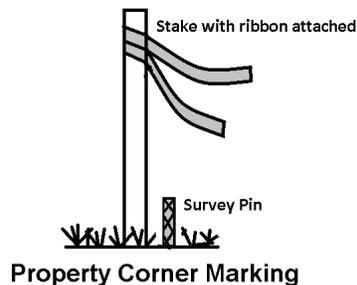
Front yard measurements must be made to the road right-of-way NOT the centerline of the road or the edge of the pavement or shoulder. If your property was surveyed in the past, the survey pins should be located on the right-of-way line.



Typical Road - Not to Scale

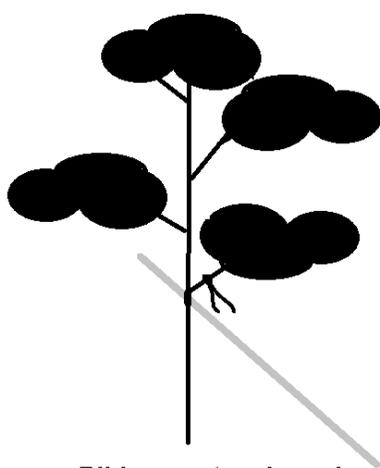
Generally, surveyors mark the property corners with a piece of iron reinforcement rod pounded into the ground. In the past, steel pipe, spikes, or even stone markers were used. If you can not find reinforcement rod, your deed or previous survey map may assist you in determining what was used to identify the corner.

When you have located a property corner, you must pound a wooden stake into the ground next to it. Then you must tie a piece of surveyor's ribbon to the stake letting the ends fall free. Note: Use easily identifiable colors like red, orange, or pink.

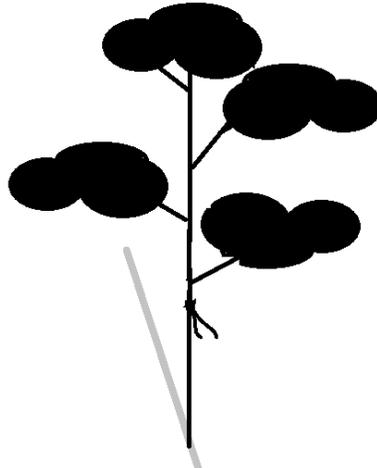


Property Corner Marking

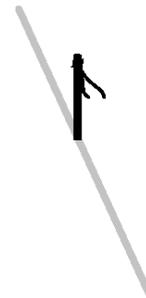
When the property corners have been identified and staked, you will need to mark the property lines. To do this, attach survey ribbons to items on the property line. If a tree is growing on the property line, attach the ribbon to the trunk of the tree. If the tree is growing off the property line but has a branch overhanging the line, attach a ribbon to the branch. If there are no trees or branches to use, pound a stake into the ground on the property line and attach ribbons to the stake. Note: This is much easier done by two people.



Ribbon on tree branch over property line

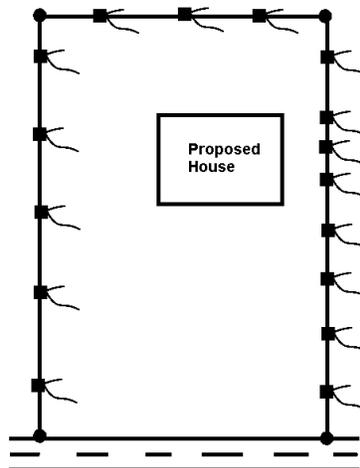


Ribbon on tree trunk when tree is on property line



Ribbon on stake when no tree is available

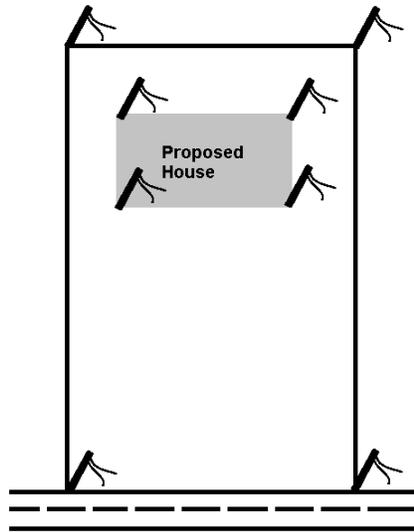
Property line ribbons should be placed no farther than 50 feet apart. On the property line(s) closest to the proposed structure, the ribbons should be closer together (in some cases, 20 feet apart in the vicinity of the proposed structure).



● Marked property corner

■ Flags on property line

Next, the location of the proposed structure must be located and staked similar to the property corners. Use different color ribbon to avoid confusion.



Measure the distance between the proposed structure and:

- Each property line
- All other existing and proposed structures that are on the property
- Any stream or lake that is on, or within 50 feet of the property

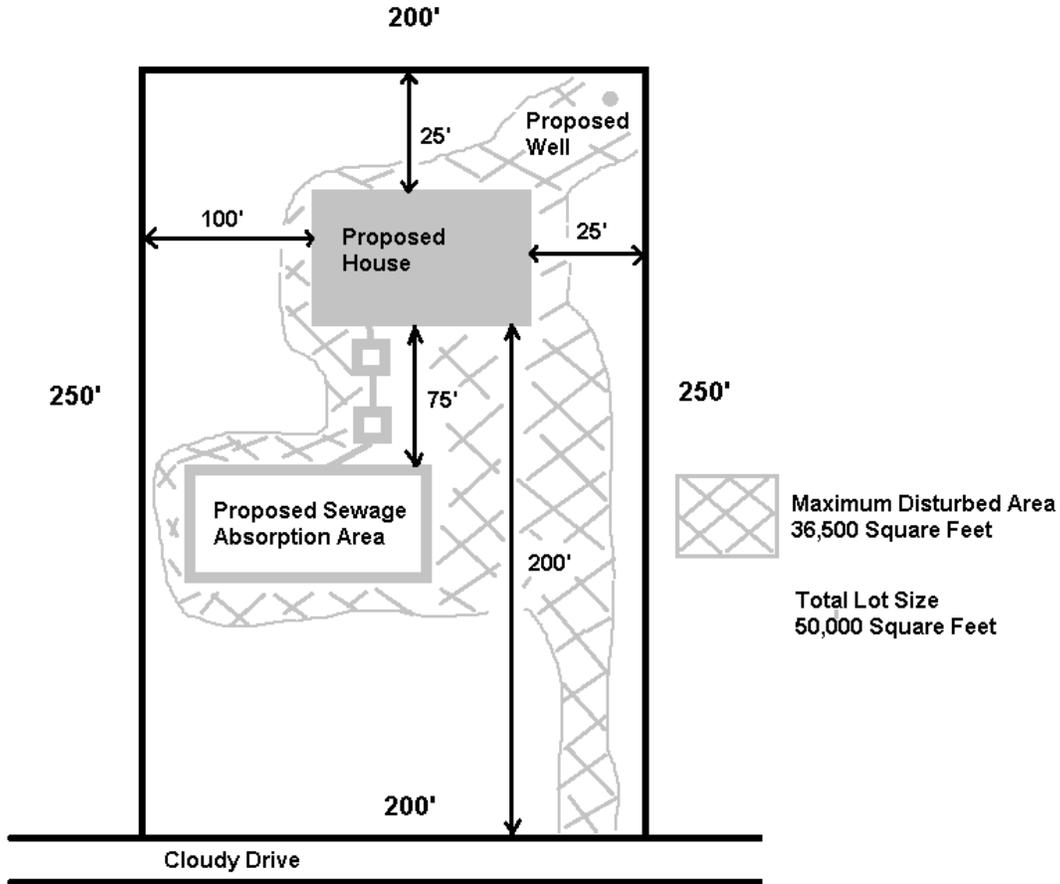
Draw the plot plan. The plot plan must show the location of:

- The property lines
- The location of the proposed structure
- The location of any existing structure
- The location of the sewage absorption area and tanks
- The location of the water well
- The location of any stream or lake on the property or within 50 feet of the property.

The plot plan must also show:

- The distances between the proposed structure and the above listed items
- The dimensions of the property
- The area of the property (acres or square feet)
- The maximum disturbed area (location)
- The amount of disturbed area in square feet

Note: The disturbed area is any portion of the property in which the surface of the ground will be affected by grading, filling, travel over by machinery, etc. For more information see 25 Pa. Code § 102.



WARNING: Do not use plot plans turned in for other projects completed in the past as contractors often shift amenities to avoid rocks etc. Always take measurements based on what was actually built. Do not assume that previously submitted "proposed" plot plans are correct.

Failure to provide an accurate plot plan may result in the denial of the permit. If you cannot draw an accurate plot plan, seek the assistance of a land surveyor, draftsman, or other professional.