

BRISTOL BOROUGH

250 Pond Street

Bristol, Pa 19007

(215) 785-4501

PROCEDURE FOR SUBDIVISION APPLICATIONS

1. FILING SUBDIVISION PLANS WITH BRISTOL BOROUGH

Plans are to be submitted as follows:

MINOR SUBDIVISION: (two lots) ----- 22 copies

MAJOR SUBDIVISION: (three or more lots) ----- 22 copies

(Subdivision plans must be drawn up according to the attached Punch List)

2. SUBDIVISION FEES PAYABLE TO “BOROUGH OF BRISTOL” AS FOLLOWS:

MINOR SUBDIVISION:

FILING FEE: \$100.00

ESCROW FOR ENGINEERING: \$1000.00

MAJOR SUBDIVISION:

FILING FEE: \$200.00

ESCROW FOR ENGINEERING: \$5,000.00

Above fees are for estimated costs of review of Subdivision Plan(s) by Bristol Borough Planning Commission and engineering review costs; specific costs incurred in connection with a particular subdivision application in excess of these figures will be billed to applicant and must be paid within ten (10) days of invoice. Any amount collected for engineering fees not expended by the Borough will be returned to the applicant.

3. Two copies of Subdivision Plan must be submitted to Bucks County Planning Commission. This will be done through the Bristol Borough Zoning Office (copy is included in above number of prints). You must complete an application to Bucks County Planning Commission and submit a separate check payable to “Bucks County Planning Commission” in amount listed on application.

4. You will be notified by mail of the date for the hearing on your subdivision application.

BRISTOL BOROUGH
PUNCH LIST FOR SUBDIVISION REVIEW

1. **Plot Plan should be 18” x 24” or 36 x 48” (22 copies – Minor Subdivision)
(22 copies – Major Subdivision)**
2. **Plot Plan is to be prepared by a Surveyor or a Civil Engineer.**
3. **Plot Plan shall indicate the following:**
 - a. **Existing survey points.**
 - b. **Lot numbers, street address and tax parcel numbers or properties involved in subdivision.**
 - c. **Monuments or pins at corners of subdivision; and if approved, pins shall be physically placed at the pertinent corners of the plot.**
 - d. **Name and address of owner(s) and name and address of developer if applicable.**
 - e. **Name and street address of all adjoining lot owners.**
 - f. **Rights of way, widths of streets and dimensions of all.**
 - g. **Key map.**
 - h. **Zoning district and minimum requirements per Bristol Borough Zoning Ordinance, proposed dimensions of each lot, and proposed and existing building dimensions.**
 - i. **North Point.**
 - j. **Existing topography (2’ contours).**
 - k. **Proposed grading.**
 - l. **Existence or availability of utilities.**
 - m. **Total lots, types and number of uses.**
 - n. **Square footage of existing and proposed lots (show metes and bounds on each lot).**
 - o. **Resolutions (Owner, Bristol Borough Planning Commission, Bristol Borough Council and Bristol Borough Manager).**

p. Name and address and seal of Engineer or Surveyor preparing the Plot Plan.

q. Scale.

4. Reference the Bristol Borough Subdivision and Land Development Ordinance for requirements for Subdivisions and Land Developments.

5 After approval of Subdivision, applicant is responsible for obtaining necessary signatures on the linen copy of the Subdivision Plan and is responsible for recording the linen.

6. Copies of the Bristol Borough Zoning Ordinance Regulations are available at the Bristol Borough Municipal Building.

PROCEDURES FOR SUBDIVISION APPLICATION AND PUNCH LIST