

**Land development checklist:**

- 1) **Land development application completed**
- 2) **Professional Services Agreement completed**
- 3) **W9 completed**
- 4) **Two checks made payable to Pocono Township**
  - A) **One for the application fee**
  - B) **One for the escrow account**
- 5) **Three 24x36 sets of plans**
- 6) **16 Ledger size copies of the plan sets**
- 7) **Either an electronic submission emailed to [kmacdougall@poconopa.gov](mailto:kmacdougall@poconopa.gov) or a flash drive of the entire submission.**
- 8) **Three (3) copies of Waiver Request Application**
- 9) **Three (3) copies of E&S Narrative**
- 10) **Three (3) copies of SWM Report**
- 11) **Three (3) copies of Sewage Planning Mailer**
- 12) **Three (3) copies of any other required supporting data/info**