

Department of Planning & Zoning
1840 Municipal Drive
Lancaster, PA 17601
717-569-6406
www.manheimtownship.org



MT Project No.: _____
Date Received: _____
Application Fee: \$_____
Escrow Deposit: \$_____

**REQUEST FOR PRE-APPLICATION MEETING OR TRAFFIC IMPACT STUDY/SCOPE
REVIEW BY TOWNSHIP PROFESSIONAL CONSULTANTS**

Project Name: _____

Project Location: _____

Tax Parcel (Account) No.: _____ **Total Acreage:** _____

Zoning District(s): _____ **Existing Use:** _____

Request For: Pre-Application Meeting/Concept Plan Review (*Subdivision/Land Development Plan, Stormwater Management Plan, or Floodplain Study*)

Pre-Application Traffic Impact Study/Scope Review

Project Description: _____

Name of Requestor/Responsible Billing Party: _____

Address: _____

Contact Person: _____ Phone: _____ Email: _____

Name of Consultant: _____

Contact: _____ Phone: _____ Email: _____

Fees: Pre-Application Meeting/Concept Plan Review: Application Fee: \$50 Escrow Deposit: \$250

Traffic Impact Study/Scope Review: Application Fee: \$250 Escrow Deposit: \$1,000

The request must be accompanied by an application fee and an escrow deposit in accordance with the Township Fee Schedule. The application fee is a one-time payment applied toward the Township's costs of administering the pre-application activity and is non-refundable. Escrow funds are deposited to cover the costs to the Township of the involvement of Township consultants. Separate checks are required for the non-refundable application fee and the escrow deposit.

Escrow funds deposited with the Township that are not expended to pay professional consultant costs will be returned to the Applicant when all related billings have been received. If the pre-application activity results in a Land Development Plan or Stormwater Management Plan submission, any remaining escrow funds can be transferred to the escrow account associated with that plan upon authorization by the Applicant.

Representations:

By signing this application, Applicant confirms that he/she/they are the responsible party for this pre-application request, and as such, assume responsibility for paying to the Township the costs incurred in connection with the request.

Signature of Applicant or Authorized Agent (*circle one*): _____

Print Name: _____ Date: _____