

Potter County SALDO Application Flowchart

Get land surveyed &
sewer permit



Submit application, map, additional
info to the Planning Dept.



Plan is reviewed



Applicant is notified of any
changes that need to be made



Planning Commission approves or
denies the plan

Local Surveyors & Engineers

Land Services Group
570-724-3395

Kyle Maxson
814-274-7236

John Nordquist
814-274-7680

Elizabeth Allen
ballen883@gmail.com

E&M Engineering
814-362-5546

Cornerpoint Land Surveying
570-948-2222

For more information please contact:

Planning Director, Will Hunt

One North Main Street
Coudersport, PA 16915

Phone: (814) 274-8290 (Ext. 229)

Email: Whunt@pottercountypa.net



Subdivision and Land Development Ordinance



Minor Subdivision

A minor subdivision contains 4 or less lots and focuses on revising lot lines.

Final Plan

In order for a minor subdivision to even be considered for approval, there's a checklist of content and information you must submit along with your application. You can find the checklist for final plans on Page 26 of the Subdivision and Land Development Ordinance, or S.A.L.D.O.

Compliance Review

The compliance review ensures any and all subdivision plans are aligned with the requirements of Article 6 in S.A.L.D.O.

After reviewing all aspects of the proposed plan, the Planning Department will either approve or deny it. If there are any concerns regarding the subdivision plan, it will then be taken to the Planning Commission for further discussion, and ultimately a final decision.

Fee Chart

Minor Subdivision	Fee \$70	+ \$10 per lot
Major Subdivision	Fee \$125	+ \$15 per lot
Land Development	Fee \$150	

Major Subdivision

A major subdivision involves creating multiple (5 +) new lots and typically requires more extensive planning, review, and approval processes than a minor subdivision.

Preliminary & Final Plans

Major subdivision plans must present a preliminary plan with a general concept of the modifications being made to the property. The Planning Commission will then review the plan. Following preliminary approval, the applicant must submit a final plan including any changes or any details absent from the preliminary plan.

**(Preliminary checklist, pg. 23 of S.A.L.D.O.
Final Checklist, pg. 26)**

Once the plan is deemed compliant with S.A.L.D.O. guidelines, it will be approved or denied by the Planning Commission.



Land Development

A land development is the process of making changes and improvements to land to serve specific purposes such as residential, commercial, industrial, and recreational.

Preliminary & Final Plans

Land developments must submit a preliminary and final plan. The **preliminary** will show the basic site layout of the development. In addition, you will need the project description, permits, information on zoning, etc. Once the preliminary is approved, you go through the same process again with the **final plan**.

The final plan has to provide all details, as well as any changes the planning commission may suggest.

Finally, the applicant will be informed on the decision made.

(Requirements found in Articles 6,7 & 8)

