



ROSS TOWNSHIP
1000 Ross Municipal Drive
Pittsburgh, PA 15237
Phone: (412) 931-7055 Fax: (412) 931-3508

APPLICATION FOR SUBDIVISION APPROVAL

PROPERTY INFORMATION

Property Address: _____ Zoning District: _____ Ward: _____
 Owners Name: _____ Parcel Number: _____ - _____ - _____
 Address: _____ Phone: () _____
 City: _____ State: _____ Zip Code: _____ Fax: () _____

APPLICANT INFORMATION

Name: _____
 Address: _____ Phone: () _____
 City: _____ State: _____ Zip Code: _____ Fax: () _____

What is the applicant's interest in this application? Owner Agent Lessee Other - _____

 Date of Application

 Signature

SUBDIVISION INFORMATION

Present use of Property: _____ Lot size: _____ Acres or square feet

Type of Proposed Subdivision (number of lots; lot line revision; etc): _____

Location of Proposed Subdivision (if different from property information): _____

Reason for request: _____

STATEMENT OF TRUTH

COMMONWEALTH OF PENNSYLVANIA COUNTY OF ALLEGHENY

Deponent, being duly sworn, says they are the:

Owner of record of the property for which this application is made, and that all the statements and data furnished with this application are true and correct. I am also aware that independent engineering review fees are my responsibility and an escrow account fee will be collected at time of application and may have to be replenished if all funds are exhausted.

Authorized agent for the owner of record of the property for which this application is made and as such has express authority to bind such owner to all terms and conditions set forth by Ross Township pursuant to this application, and that all statements and data furnished with this application are true and correct. I am also aware that independent engineering review fees are my responsibility and an escrow account fee will be collected at time of application and may have to be replenished if all funds are exhausted.

Sworn to and subscribed before me this _____ day of _____ 20 _____.

 Notary Public

 Applicant (signature)

 Applicant (printed)

DIRECTIONS FOR FILING

Twelve (12) collated sets and PDF file or TIF on a CD or flash drive of this application and all other pertinent information (survey, site plan, drawings, photographs, etc.) are required to be submitted to the Building Inspection/Zoning Department **twenty-one (21)** days prior to the Planning Commission meeting. All specifications/drawings must be prepared and sealed by a licensed professional engineer, architect or land surveyor. **Please refer to the checklist on the reverse side of this application to insure proper submittals.** Any information left blank on this application will result in your application being denied and returned to the applicant. Please note that the correct fee must be paid with your application.

ADDITIONAL INFORMATION

Following subdivision submission and before the Planning Commission meeting, an independent engineering review will be conducted by a consultant hired by the Township at the applicant's expense. A copy of the Township's review comments will be sent to the applicant a few days prior to the Planning Commission meeting. The applicant must address these comments in writing and at the Planning Commission meeting. This application becomes null and void if no action by applicant has transpired after twelve (12) months of final approval by the Board of Commissioners.

FILING FEES BASED ON ZONING DISTRICTS

R-1 & R-2: \$100.00 per acre ≤ 10 acres, \$75.00 each additional acre >10: \$250.00 minimum; + \$1,000.00 escrow

All Others: \$100.00 per acre ≤ 10 acres, \$75.00 each additional acre >10: \$350.00 minimum; + \$2,000.00 escrow

SUBDIVISION CHECKLIST

- 1. Twelve (12) sets of plans (three (3) full size sets and nine (9) reduced size sets, no smaller than 11" x 17 ") sealed by a registered design professional in the Commonwealth of Pennsylvania must be submitted showing the following items.
- 2. The application and plans/drawings must also be submitted in PDF format (preferred) or TIF on either a CD or flash drive.
- 3. Names of all abutting land areas and uses; names of owners of adjacent property.
- 4. Key map for purpose of locating the property.
- 5. Project narrative.
- 6. Total tract boundaries and statement of total acreage.
- 7. Zoning data.
- 8. Contour lines.
- 9. Location and elevation.
- 10. All existing sewer lines, water lines, fire hydrants, utility transmission lines, culverts, bridges, railroads, water courses, etc.
- 11. All existing buildings or other structures.
- 12. All existing streets, thoroughfares and traffic patterns.
- 13. Copies of existing and proposed deed restrictions.
- 14. Full plat of proposed subdivision showing the following:
 - ◆ Location and width of all streets and rights of way
 - ◆ Suggested street names and utility easement locations
 - ◆ Proposed building setback lines
 - ◆ Lot lines with approximate dimensions
 - ◆ Statement of intended use of all non-residential lots and parcels
 - ◆ Sanitary and/or storm sewers, location of all lines and any proposed connections
 - ◆ Public & recreational use: parks, playgrounds, and other dedicated areas
 - ◆ Grading plan
 - ◆ Lot numbers
- 15. Preliminary commitment from responsible lenders.
- 16. Anticipated schedule of development.
- 17. Agreements, provisions and covenants.
- 18. Agree to replenish escrow when account falls below \$100.00.

(DO NOT WRITE BELOW THIS LINE - TOWNSHIP USE ONLY)

Fee: \$ _____

Escrow: \$ _____

Application accepted: _____ Date: _____

Ross Township Zoning Officer

Planning Commission No.		Invoice Number	
Public Hearing Date		Check Number	
Date Hearing Advised			
Date agenda mailed to abutting property owners		Date Property Posted	