

**TOWNSHIP OF COLLIER**

Fee: \$2200.00  
(2 Checks, \$500 & \$1700)

**APPLICATION FOR PRELIMINARY REVIEW  
OF MAJOR LAND DEVELOPMENT**

Plans must be folded – Rolled plans will not be accepted.

**The Allegheny County Review Application at the end of this application must be completed or this application will not be accepted.**

This application for PRELIMINARY REVIEW shall apply to the following:

1. The improvement of one (1) lot or more than 20,000 square feet in area for one (1) multifamily residential building or a group of two (2) or more residential or non-residential buildings.
2. The improvement of one (1) lot more than 10,000 square feet in area for one (1) non-residential building, regardless of the number of tenants.
3. Any change of use, addition to or structural enlargement of a non-residential structure which results in either:
  - a. An increase in the gross floor area of the principal building of one thousand five hundred (1,500) square feet or more;
  - b. An increase in the paved area of the lot of one thousand five hundred (1,500) square feet or more; or
  - c. An increase in the gross floor area of the principal building and the paved area of the lot which, in combination, total one thousand five hundred (1,500) square feet or more; or
4. The division or allocation of land or space among two (2) or more occupants by leasehold or condominium.

**APPLICANT INFORMATION**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Engineer or Surveyor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**GENERAL DEVELOPMENT INFORMATION**

Name of Development: \_\_\_\_\_

Location: \_\_\_\_\_

Proposed Use: (Circle one)          Residential          Commercial          Industrial

Other: \_\_\_\_\_

Gross square feet area of new buildings or additions: \_\_\_\_\_

Number of Residential Dwelling Units: \_\_\_\_\_          Density (units/acre) \_\_\_\_\_

# of Lots: \_\_\_\_\_          Total Site Acreage: \_\_\_\_\_          Acreage of to be Developed: \_\_\_\_\_

*Note: Developed area includes all areas utilized for building, parking, loading, recreation and all areas graded, improved or otherwise disturbed in connection with the development of the site.*

Present Zoning: \_\_\_\_\_          Is rezoning required to permit proposed land use: \_\_\_\_\_

If yes, has an application for rezoning been filed? \_\_\_\_\_

Does the proposed development require the issuance of any zoning variances: \_\_\_\_\_

If yes, give details: \_\_\_\_\_

If yes, has an application for a variance been filed: \_\_\_\_\_

Does the proposed development require the issuance of waivers or modifications: \_\_\_\_\_

If yes, give details: \_\_\_\_\_

*Note: a written request for modification must accompany the application.*

**STREETS:**

The proposed streets will be:    public    private    Linear feet of new streets: \_\_\_\_\_

Has a Highway Occupancy Permit from the proper authority been applied for or issued: \_\_\_\_\_

Will any existing roads need additional right-of-way? \_\_\_\_\_

If yes, give details: \_\_\_\_\_

**UTILITIES**

Is public water available to the site: \_\_\_\_\_

Name of Water Company: \_\_\_\_\_

Has a letter of intent for service been supplied with this application? \_\_\_\_\_

Is public sewage available: \_\_\_\_\_ Name of public sewage facilities owner: \_\_\_\_\_

Distance to nearest public sewer in feet: \_\_\_\_\_

Has a sewage facilities planning module been submitted: \_\_\_\_\_

Has the public sewage facilities owner approved the design plans: \_\_\_\_\_

Has a stormwater management plan with supporting documentation been submitted: \_\_\_\_\_

**SITE INFORMATION**

Is the site within the 100 year flood boundary: \_\_\_\_\_

If yes, have plans been prepared in accordance with the Township Floodplain Ordinance: \_\_\_\_\_

Has an on-site sub-surface soils investigation been conducted? \_\_\_\_\_

Has a copy been submitted with the application: \_\_\_\_\_

Has there been a determination regarding the likelihood of landslides or landslide prone areas or soils on the site: \_\_\_\_\_

Has the site been deep mined: \_\_\_\_\_ Give details: \_\_\_\_\_

Has a traffic impact analysis been performed: \_\_\_\_\_ Submitted: \_\_\_\_\_

Will the proposed development include the relocation, alteration or enclosure of any watercourse or wetland? \_\_\_\_\_

If so, have necessary permits been applied for and/or submitted: \_\_\_\_\_

THE APPLICANT HEREBY ACKNOWLEDGES THAT THE HE/SHE HAS FAMILIARIZED HIMSELF/HERSELF WITH THE REQUIREMENTS OF THE TOWNSHIP'S GOVERNING ORDINANCES AND HEREBY AGREES TO ABIDE BY ALL RULES, REGULATIONS, ORDINANCES AND RESOLUTIONS OF THE TOWNSHIP OF COLLIER. THE APPLICANT FURTHER UNDERSTANDS THAT HE/SHE IS RESPONSIBLE FOR ALL ENGINEERING AND LEGAL REVIEW FEES ASSOCIATED WITH THIS APPLICATION.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owners Signature

\_\_\_\_\_  
Date

*Applications without the owners signature will not be accepted.*

**All lines must be check marked prior to acceptance of plans/application.**

- A.** Twenty (20) copies of the completed application form supplied by the Township.
- B.** Application filing fee, as required by Section 1101.1 of this Ordinance.
- C.** Proof of proprietary interest.
- D.** Written evidence of compliance with all other Township, County, State or Federal permits required for the plan, if any.
- E.** If the proposed use is a conditional use or use by special exception, an application for approval of the conditional use or use by special exception shall accompany the application for Preliminary Approval of the Major Land Development. Preliminary Approval of the Major Land Development shall not be granted unless the conditional use or use by special exception is approved prior to or concurrent with the Preliminary Major Land Development Plan.
- F.** For all applications which propose twenty-five (25) or more dwelling units or any non-residential building or buildings (existing and proposed) that generate one hundred (100) or more vehicle trips per day, a Traffic Report prepared by a qualified traffic engineer shall be submitted detailing the nature and extent of trip generation expected to result from the proposed development based on the ratios and methodology contained in the current edition of the Manuals of the Institute of Transportation Engineers. The report shall include current and projected capacities and levels of service of all streets and intersections within one thousand (1,000) feet of the site proposed for development or the next nearest intersection and recommendations for improvements to streets and/or traffic control devices within the site or immediately adjacent to the site. The Traffic Report shall be signed and sealed by a registered professional traffic engineer.

- \_\_\_ **G.** Wherever any public improvements are proposed and where evidence exists of deep mining, strip mining, landslide prone soils or other geologic hazards on the site, a geologic report by a qualified registered professional engineer acceptable to the Township regarding soil and sub-surface conditions and the probable measures needed to be considered in the design of the development, the location of structures and the design of foundations, if any.
- \_\_\_ **H.** A wetlands determination report for all sites which have hydric soils or soils with hydric inclusions and, if applicable, a wetlands delineation report for all jurisdictional wetlands on the site and the design techniques proposed to accommodate them.
- \_\_\_ **I.** Written evidence on the Plan or in letter form indicating whether the applicant is proposing to dedicate Recreational Open Space or make payment to the Recreation Fund.
- \_\_\_ **J.** Twenty (20) copies of a Preliminary Plat, accurately drawn to a scale of not less than one inch equals fifty feet (1"=50') on a survey prepared and sealed by a Pennsylvania Registered Land Surveyor. The Preliminary Plat shall include or be accompanied by the following information and shall be prepared and sealed by a registered professional engineer or registered professional land surveyor:
- \_\_\_ **1.** Date of preparation. All revisions shall be noted and dated.
  - \_\_\_ **2.** A location map showing the location of the tract with reference to the surrounding properties, existing streets and streams within one thousand (1,000) feet of the land development.
  - \_\_\_ **3.** Name of the development, including the words "Preliminary Land Development Plan;" North arrow; graphic scale; County Assessment Map and Parcel number; the name and address of the record owner; the name and address of the applicant; the name and address, signature, license number and seal of the Pennsylvania registered land surveyor preparing the survey. If the owner of the premises is a corporation, the name and address of the Chairman and Zoning Officer shall be submitted on the application.
  - \_\_\_ **4.** All distances shall be in feet and one hundredths (0.01) of a foot and all bearings shall be given to the nearest one (1) second.
  - \_\_\_ **5.** The Zoning District in which the parcel is located, together with the zoning classification of properties within two hundred (200) feet of the boundaries of the property for which the application is made.
  - \_\_\_ **6.** Property survey showing survey data, including boundaries of the property, building or setback lines and lines of existing and proposed streets, lots, reservations, easements and areas dedicated to public use, including grants, restrictions and rights-of-way, to be prepared by a licensed land surveyor. The name, address, signature and seal of the surveyor shall be indicated.

- \_\_\_ 7. A copy of any existing or proposed covenants, deed restrictions, which are applicable to the property.
- \_\_\_ 8. A written statement requesting any waivers or modifications to this Ordinance in accordance with Article X, if applicable.
- \_\_\_ 9. A written statement identifying any zoning variances which will be needed or which have been granted to the property by the Zoning Hearing Board.
- \_\_\_ 10. The distance, measured along the right-of-way lines of existing streets abutting the property, to the nearest intersections with other public streets within two hundred (200) feet of the site boundaries.
- \_\_\_ 11. The location and dimensions of proposed buildings and structures, all accessory structures and fences, if any, including front, side and rear yard setbacks, height of buildings, first floor elevations of all structures and floor plans and elevation plans of each building.
- \_\_\_ 12. If applicable, Flood Hazard Zone boundaries, as identified on the current Official Map for the Township issued by the Federal Insurance Administration.
- \_\_\_ 13. Existing contours shall be shown at not more than five (5) foot intervals where the slope is greater than ten percent (10%) and at not more than Two (2) feet where the slope is less than ten percent (10%). Contours shall not be plotted from the MPC Quadrangle maps.
- \_\_\_ 14. Written or graphic evidence that all earthmoving activities shall comply with the Township Grading and Excavating Regulations of the Code of Ordinances of the Township.
- \_\_\_ 15. Location of existing rock outcrops, high points, watercourses, depressions, ponds, marshes, wooded areas and other significant existing features, including previous flood elevations of watercourses, ponds and marsh areas as determined by field survey.
- \_\_\_ 16. A slope map showing the location and the area (in square feet) of land which has a slope of twenty-five percent (25%) or greater.
- \_\_\_ 17. Certification by a registered professional geotechnical engineer regarding the feasibility of any proposed grading on slopes greater than twenty-five percent (25%), the stability of the finished slopes, measures to mitigate landslides, soil erosion, sedimentation, stormwater runoff and potential impacts on adjacent properties.
- \_\_\_ 18. A grading plan with proposed contours shown at two (2) foot vertical intervals, and written or graphic evidence that all earthmoving activities shall conform to the Township's Grading and Excavating Regulations.
- \_\_\_ 19. Any and all existing streets related to the proposed development; including the names, cartway widths, approximate gradients and sidewalk widths.

- \_\_\_ 20. If any new streets are proposed, profiles, indicating grading; cross sections showing the width and design of roadways and sidewalks.
- \_\_\_ 21. Area, to the nearest thousandth of an acre of the site to be developed for non-residential purposes and/or the area, in square feet, of each lot to be developed for residential purposes.
- \_\_\_ 22. Plans of proposed stormwater systems showing feasible connections to existing or any proposed utility systems.

All stormwater facility plans shall be accompanied by a separate sketch showing all existing drainage within five hundred (500) feet of any boundary, and all areas and any other surface area contributing to the calculations, and showing methods to be used in the drainage calculations.

- \_\_\_ 23. Stormwater management plans, as required by Section 908 of this Ordinance.
- \_\_\_ 24. The location and size of all existing sanitary sewers and the location and size of all proposed sanitary sewers.
- \_\_\_ 25. The location and size of all existing and proposed waterlines, valves and hydrants.
- \_\_\_ 26. The location, width and purpose of all existing and proposed easements and rights-of-way.
- \_\_\_ 27. The location, type and approximate size of existing utilities to serve the development and written verification from each utility that service will be provided to the development.
- \_\_\_ 28. A Soil Erosion and Sedimentation Control Plan prepared by a person trained and experienced in control methods and techniques which conforms to the requirements of the Pennsylvania Clean Streams Law and Ordinance 102 of the Rules and Regulations of the Pennsylvania Department of Environmental Protection governing Erosion Control and documentation that the County Soil Conservation Service has issued an NPDES permit if required.
- \_\_\_ 29. The number and density of dwelling units (if residential).
- \_\_\_ 30. All means of vehicular access for ingress and egress to and from the site onto public streets, showing the size and location of internal streets or driveways and curb cuts including the organization of traffic channels, acceleration and deceleration lanes, additional width and any other improvements on the site or along the site's street frontage necessary to prevent a difficult traffic situation. All pedestrian walkways and provisions for handicapped facilities in compliance with the requirements of the Americans with Disabilities Act (ADA) for an accessible site shall also be shown.

- \_\_\_ **31.** Computation of the number of parking spaces to be provided, the location and design of off-street parking areas and loading areas showing size and location of bays, aisles and barriers and the proposed direction of movement.
- \_\_\_ **32.** Tabulation of site data, indicating zoning requirements applicable to the site and whether the proposed site development features comply.
- \_\_\_ **33.** Proposed screening and landscaping, including a preliminary planting plan.
- \_\_\_ **34.** The methods, placement and screening of solid waste disposal and storage facilities.
- \_\_\_ **35.** If applicable, a detailed proposal, including covenants, agreements, or other specific documents showing the ownership and method of assuring perpetual maintenance to be applied to those areas which are to be used for recreational or other common purposes.
- \_\_\_ **36.** Written or graphic evidence that all public and/or private improvements will comply with the Design Standards of this Ordinance and the Infrastructure Improvement and Development Specifications.
- \_\_\_ **37.** If the plan is to be completed in phases, the proposed sequence of development with projected time schedule for completion of each of the several phases.
- \_\_\_ **38.** If applicable, a notation on the plat that access to a State highway shall only be authorized by a highway occupancy permit issued by the Pennsylvania Department of Transportation under Section 420 of the State Highway Law (P.L. 1242, No. 428 of June 1, 1945) and that the approvals of the Collier Township Planning Commission and Township Board of Commissioners are conditional, subject to action by the Pennsylvania Department of Transportation pursuant to application for a highway occupancy permit.
- \_\_\_ **39.** Spaces for the signature of the Chairman and Secretary of the Planning Commission; the Chairman and Secretary of Township Board of Commissioners; and dates of approval.
- \_\_\_ **40.** Plan monumentations, as required by Section 801 of this Ordinance.

## SUBDIVISION AND LAND DEVELOPMENT PLAN APPLICATION

Applications may be submitted M-F, 8:30 AM - 4:00 PM to:

ACED Planning Division, Koppers Building, 436 Seventh Avenue, Suite 500, Pittsburgh, PA 15219

For questions, help, or additional information please email [ACEDPlanning@alleghenycounty.us](mailto:ACEDPlanning@alleghenycounty.us)

### Part 1: General Information

**Property Owner:** \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

**Plan Preparer:** \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

**Review Type:**     **Advisory Review**     **County Approval**

**NOTE:** Advisory reviews must be submitted by the municipality and County approvals must be submitted by the applicant

**Application Status:**     **Preliminary Plan**     **Final Plan**

**Application Type:**

- Plat Adjustment/Lot Consolidation (no new lots created)
- Minor Subdivision (1-3 new lots created)
- Major Subdivision (4 or more new lots created, or new street created)
- Minor Land Development
- Major Land Development

**Fee enclosed:** \$ \_\_\_\_\_ (make checks payable to: *Allegheny County Economic Development*)

**There is no fee required for County advisory reviews**

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**Part 2: Location Information**

**Project Name:** \_\_\_\_\_

**Municipality:** \_\_\_\_\_

**Project Address/Location:** \_\_\_\_\_

**Tax Map Parcel(s) #:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Attach additional sheet if necessary

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**Part 3: Zoning Information**

**Existing Zoning:** \_\_\_\_\_

**Variances Requested:**  Yes  No (if Yes, attach description of all variances requested or copy of approved variance)  
**Conditional Use:**  Yes  No (if Yes, attach description of all conditions requested or copy of approved conditions)  
**Special Exception:**  Yes  No (if Yes, attach description of all special exceptions requested or copy of approved special exception)

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**Part 4: Project Information**

**Total Plan Area:** \_\_\_\_\_ (acres) \_\_\_\_\_ (square feet)

**Total Acreage to be Developed:** \_\_\_\_\_

**Total Impervious Area (Sq. Ft.):** \_\_\_\_\_

**Lots:** Initial - \_\_\_\_\_

Proposed - \_\_\_\_\_

**Phasing:**

Is the development proposed to be constructed in phases?  Yes  No

If Yes, attach a phasing plan and a schedule of the projected dates for the final application of each phase.

**Proposed Utilities:**

**Potable Water:**  Public  Onsite If public, provider: \_\_\_\_\_  
**Sanitary Sewer:**  Public  Onsite If public, provider: \_\_\_\_\_

If potable water and/or sanitary sewer services will be publicly provided, attach a statement from the provider indicating it has capacity to serve the proposed development.

**Street Information:**

Ownership (check all that apply):

- State
- County

- Local
- Private

Lineal feet of new streets: \_\_\_\_\_

**Part 5: Notification to Others**

As applicable, the following agencies have been notified about the proposed subdivision or site development:

- County Health Department  
Date: \_\_\_\_\_
- County Public Works  
Date: \_\_\_\_\_
- County Conservation District  
Date: \_\_\_\_\_

- PennDOT  
Date: \_\_\_\_\_
- PA DEP  
Date: \_\_\_\_\_
- Other: \_\_\_\_\_  
Date: \_\_\_\_\_

**Part 6: Allegheny County SALDO Compliance**

For subdivisions and land developments in municipalities subject to the Allegheny County Subdivision and Land Development Ordinance:

- ❖ All applications must include the applicable information required by **Article IV Application Information** (§780-402 Preliminary Plan Submittal Requirements; §780-403 Final Plan Submittal Requirements)
- ❖ All proposed subdivisions land developments must comply with the applicable standards and requirements of **Article V Design Standards**.

Waiver requested:  Yes  No If yes, completed application attached:  Yes  No

Modification requested:  Yes  No If yes, completed application attached:  Yes  No

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**Part 7: Applicant Declaration**

The applicant declares the following (check only one):

- I am the owner of the property in question.
- I am the authorized agent for the owner of record to the property for which the application is made.
- I am a beneficial land owner as defined by the Pennsylvania Municipalities Planning Code. If this box is checked, a copy of the agreement recorded with the Allegheny County Department of Real Estate authorizing the applicant to subdivide or develop the property must be provided.

*I/We hereby submit the enclosed land development application to the Allegheny County Department of Economic Development for review and consideration in accordance with the PA Municipalities Planning Code (Act 247 of 1968, as amended) and Art. III §780-303 of the Allegheny County Subdivision and Land Development Ordinance:*

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Signature of Applicant

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Date

## APPLICATION SUBMISSION CHECKLIST

All plans shall be prepared according to the requirements of the municipal subdivision and land development ordinance or the Allegheny County Subdivision and Land Development Ordinance, as applicable.

Subdivision and land development plan applications shall be accompanied by the following documents, as applicable:

SUBDIVISION APPLICATIONS	LAND DEVELOPMENT PLAN APPLICATIONS
Plat, prepared according to municipal ordinance or §780-402 and §780-403, as applicable	Site Plan, prepared according to municipal ordinance or §780-402 and §780-403, as applicable
Project Narrative	Project Narrative
Traffic Impact Study <sup>1,5</sup>	Traffic Impact Study <sup>1</sup>
Traffic and Circulation Plan <sup>1,5</sup>	Traffic and Circulation Plan
Geotechnical Report <sup>1,5</sup>	Geotechnical Report <sup>1</sup>
Subsidence Risk Assessment <sup>1,5</sup>	Subsidence Risk Assessment <sup>1</sup>
Soil Contamination Assessment <sup>1,5</sup>	Soil Contamination Assessment <sup>1</sup>
Utilities Plan <sup>1,5</sup>	Utilities Plan
Sewage Facilities Planning Module <sup>1,5</sup>	Sewage Facilities Planning Module <sup>1</sup>
Existing Covenants, Easements, or Other Restrictions <sup>1,5</sup>	Existing Covenants, Easements, or Other Restrictions <sup>1</sup>
Phasing Schedule <sup>5</sup>	Phasing Schedule
Grading Plan <sup>1,2,5</sup>	Landscape Plan
Stormwater Management Plan <sup>1,3,5</sup>	Grading Plan <sup>1,2</sup>
Evidence of Notification of Public Service Providers <sup>5</sup>	Stormwater Management Plan <sup>1,3</sup>
Construction Plans for Public and Private Improvements <sup>1,4,5</sup>	Evidence of Notification of Public Service Providers
Other Required Permits <sup>1,4,5</sup>	Construction Plans for Public and Private Improvements <sup>1,4</sup>
	Other Required Permits <sup>1,4</sup>
<sup>1</sup> Required for County approval plans only	
<sup>2</sup> Required only if municipality does not have an adopted grading ordinance	
<sup>3</sup> Required only if municipality does not have an adopted stormwater management ordinance	
<sup>4</sup> Required for Final Plans only	
<sup>5</sup> Required for Major Subdivisions only	