

Fees:  
Minor: \$1300.00  
(2 checks, \$300. & \$1000.)

**TOWNSHIP OF COLLIER  
2418 HILLTOP ROAD  
PRESTO, PA 15142**

**APPLICATION FOR SUBDIVISION - MINOR**

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

**This application shall apply only to consolidations, resubdivisions or replatting, as defined herein, and to those subdivisions which propose no more than three (3) lots, including the residual lot or parcel, if any, all of which have frontage on an improved public street and not involving the construction or improvement of any public street and which may or may not involve the extension or creation of any other public improvements**

\*Note: The attached checklist must be completed prior to submittal. Incomplete submissions 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.**

**APPLICANT INFORMATION**

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

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

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

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

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

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

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

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

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

**GENERAL DEVELOPMENT INFORMATION**

Name of Subdivision: \_\_\_\_\_

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

Proposed Land Use: (Circle one)    Residential                      Commercial                      Industrial

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

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.*

## PRELIMINARY AND FINAL APPLICATION CONTENT FOR MINOR SUBDIVISIONS

All applications for Preliminary and Final Approval of a Minor Subdivision shall be submitted in accordance with Section 303 of this Ordinance and shall include the following information:

Place checkmark on line if item is included in submittal. All lines must be check prior to acceptance

- 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.** A location map showing the plan name and location; major existing thoroughfares related to the site, including the distance there-from; title, scale and North point.
- F.** A copy of any existing or proposed covenants or deed restrictions applicable to the property.
- G.** Written evidence of any zoning variances granted which are applicable to the property. The application shall not be considered for Final Approval until any necessary zoning variances have been granted by the Zoning Hearing Board or until the plat is revised to conform to the zoning requirements at issue.
- H.** A written statement requesting any waivers or modifications to this Ordinance in accordance with Article X, if applicable.
- I.** Twenty (20) copies of a Final Plat, all drawings on sheets not exceeding twenty seven inches by thirty six inches (24"x36") accurately drawn to a scale of not less than one inch equals one hundred feet (1"=100') prepared and sealed by a Pennsylvania Registered Land Surveyor as to existing features, design features and boundaries. The Final Plat shall contain the following information:
  - 1.** Date of preparation. All revisions shall be noted and dated.
  - 2.** Title of development; North arrow; scale; County Tax Parcel Identification 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 surveyor preparing the subdivision. If the owner of the premises is a corporation,

the name and address of the president and secretary shall be submitted on the application.

- \_\_\_ **3.** All distances shall be in feet and decimals of a foot and all bearings shall be given to the nearest ten (10) seconds.
- \_\_\_ **4.** The names of all adjoining subdivisions showing the location of the nearest streets in such plats.
- \_\_\_ **5.** Survey data showing boundaries of the property, building or setback lines and lines of existing and proposed streets and rights-of-way, 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.
- \_\_\_ **6.** Location of existing buildings and all other structures, including walls, fences, culverts and bridges, with spot elevations of such buildings and structures. Structures to be removed shall be indicated by dashed lines; structures to remain shall be indicated by solid lines.
- \_\_\_ **7.** Area, to the nearest thousandth of an acre of the tract to be subdivided and the area, in square feet, of all lots.
- \_\_\_ **8.** Plans of all existing or proposed sanitary and stormwater systems showing feasible connections to existing or any proposed utility systems. Pipe sizes, grades and direction of flow, locations and inlets, manholes or other appurtenances and appropriate invert and other elevations shall be indicated.
- \_\_\_ **9.** An indication on the plat identifying the company or authority that will provide water, sewer, gas, electric and other utility services, showing the existing or proposed location of the utilities.
- \_\_\_ **10.** A copy of the U.S.G.S. topographic survey map with the boundaries of the project site outlined on the map.
- \_\_\_ **11.** 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 of the Pennsylvania Department of Transportation pursuant to application for a highway occupancy permit.
- \_\_\_ **12.** Spaces for the signature of the Chairman and Secretary of the Planning Commission; the Chairman and Secretary of Township Board of Commissioners; the Township Engineer; and dates of approval.

- \_\_\_ **13.** Certification clauses as required by the Allegheny County Recorder of Deeds.
- \_\_\_ **14.** If the subdivision represents the resubdivision, replatting or consolidation of lots of record in a previously recorded plat, reference shall be made in the title to the recorded plat which is being revised.
- \_\_\_ **15.** If applicable, Flood Hazard Zone boundaries.
- \_\_\_ **16.** Plan monumentations, as required by Section 801 of this Ordinance.
- J.** Construction drawings as required by Section 407-I of this Ordinance shall be included if the plan proposes the extension or creation of any public improvements, other than a public street.



## 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**

**ALLEGHENY COUNTY ECONOMIC DEVELOPMENT**  
KOPPERS BUILDING • 436 SEVENTH AVE, SUITE 500 • PITTSBURGH, PA 15219  
PHONE (412) 350-1000 • WWW.ALLEGHENYCOUNTY.US/ECONDEV

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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:**

	Public	Onsite	
Potable Water:	<input type="checkbox"/>	<input type="checkbox"/>	If public, provider: _____
Sanitary Sewer:	<input type="checkbox"/>	<input type="checkbox"/>	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	