

SOUTH STRABANE TOWNSHIP
550 WASHINGTON ROAD
WASHINGTON, PA 15301-9622
TELEPHONE: 724-225-9055 FAX: 724:225-2035

APPLICATION FOR SUBDIVISION APPROVAL

Complete application and submit with payment and (11) eleven copies of the subdivision plan to the Municipal Building (2) two weeks prior to the Planning Commission meeting you plan to attend. The Planning Commission meets the first Thursday of each month at 7:00 P.M. **Applicant or Applicant Representative must be present at meeting.**

PROPERTY LOCATION: _____

APPLICANT NAME: _____

APPLICANT ADDRESS: _____

APPLICANT PHONE NO: _____ **APPLICANT E-MAIL:** _____

CONTACT NAME: _____

CONTACT ADDRESS _____

CONTACT PHONE NO: _____ **CONTACT EMAIL:** _____

NAME OF SUBDIVISION: _____

NO. OF LOTS AS A RESULT OF THE SUBDIVISION: _____ **ACRES:** _____ **ZONING DISTRICT:** _____

SEWAGE: PUBLIC _____ ON-LOT _____ **VARIANCE(S) GRANTED:** _____

Each subdivision Application requires the establishment of an **escrow**. The escrow will cover costs associated with engineering & legal review(s). Applicants will be reimbursed any remaining escrow funds at the conclusion of the process.

Minor Subdivisions: \$1,000 escrow required with submittal which includes a \$500 nonrefundable application fee

Major Subdivisions: \$2,500 escrow required with submittal which includes a \$750 nonrefundable application fee + \$750 for each additional lot over 10

FEE PAID: _____ **DATE RECEIVED:** _____

I, the Applicant, agree to pay the application fee and all costs associated with engineering and legal review(s) as detailed by the Fee Schedule above and will submit payment by check made payable to South Strabane Township upon the receipt of any invoices. Additionally, I have read and understand the Subdivision Approval Procedures detailed on the next page and will personally appear or appoint a representative to attend all meetings before the Township Planning Commission and Board of Supervisors at which this application will be considered.

SIGNED: _____ **DATE:** _____

SOUTH STRABANE TOWNSHIP SUBDIVISION APPROVAL PROCEDURES

The following procedure should be followed when an individual is subdividing one (1) parcel of land into ten (10) lots or less that do not require public improvements within South Strabane Township.

1. **OBTAIN SANITARY SEWER APPLICATION and/or tests based upon the following:**

NO PUBLIC SEWERS:

A. Obtain on-lot sewage tests and permits from
Local Cooperative Sanitation Council. (724) 223-0504
B. Complete PADEP Component Planning Module.

PUBLIC SEWERS:

A. Complete PADEP Components II and IV, Transmittal
and Resolution.
2. **OBTAIN FROM A REGISTERED SURVEYOR OR ENGINEER an original reproducible plastic film drawing and ten (10) copies of the proposed Subdivision.**

The following minimum information must be clearly identified on the Subdivision Plan:

- A. The proposed name of the Subdivision.
B. Name of the Applicant.
C. Name of the Registered Owner.
D. Name and Seal of the Surveyor responsible for the plan.
E. North Point, Scale and Date.
F. Boundaries of the subdivided parcel with bearings, distances, and area (square feet).
G. Location of water courses, pavements, roadbeds, existing buildings, sewers, inlets, culverts, water mains, fire hydrants, railroads and existing or confirmed streets that are visible on the land surface, and right-of-way easement widths for utilities.
H. Adjacent streets, street names, route numbers and right-of-way widths.
I. Building setback and side yard lines.
J. Adjacent owners and deed book and page numbers.
K. Location map showing parcel(s) relative to surrounding area.
L. Table showing:
- | Zoning District | Minimum Lot Size | Minimum Rear Yard |
|-------------------------|-------------------|-------------------|
| Front Yard Setback Line | Minimum Lot Width | Minimum Side Yard |
- M. Iron pin or concrete monuments on the lot corners and points of tangency on ARCS.
N. Show the entire parcel the lot is being subdivided from.

3. **PRESENT THE PROPOSED SUBDIVISION PLAN to the Washington County Planning Commission and obtain County Approval Signatures on the original plastic film drawing.**
4. **AT LEAST TWO (2) WEEKS prior to the South Strabane Township Planning Commission meeting deliver the eleven (11) copies of the proposed Subdivision and completed Application Form, completed Planning Module and payment of fee to the Township Building. These prints will be delivered to the Commission members and the Township Engineer by the Township. (South Strabane Township Planning Commission meets the 1st Thursday of each month at 7:00 P.M.)**
5. **APPEAR OR APPOINT a Representative to attend the Township Planning Commission meeting. Be prepared with:**
 - A. **Proof of Ownership**
 - B. **The original plastic film drawing(s) of the Subdivision signed by the Washington County Planning Commission.**
 - C. **A general knowledge of the area and the purpose of the Subdivision.**
6. **APPEAR OR APPOINT a Representative to attend the Township Supervisor's meeting. Bring your signed original plastic film drawing.**

Supervisors meet the fourth Tuesday of each month. All Engineer's comments and other conditions set forth by the Planning Commission must be completed prior to attending the Supervisor's meeting.

7. **RECORD approved plan at the Washington County Court House and submit copy of receipt to the Township within 90 days of approval by the Board of Supervisors.**