



HOMESTEAD BOROUGH
221 East Seventh Avenue
Homestead, PA 15120
Phone: (412) 461-1340 Fax: (412) 461-4057

APPLICATION FOR LAND DEVELOPMENT APPROVAL

PROPERTY INFORMATION

Property Address: _____ Zoning District: _____ Ward: _____
 Owners Name: _____ Parcel ID 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

LAND DEVELOPMENT INFORMATION

Present use of Property: _____ Lot size: _____ square feet
 Description of Proposed Project _____

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

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 must be paid prior to the issuance of any occupancy/building permits.**
- 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 Homestead Borough 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 must be paid prior to the issuance of any occupancy/building permits.**

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

_____ Notary Public

_____ Applicant (signature)

_____ Applicant (printed)

DIRECTIONS FOR FILING

Nine (9) collated sets of this application and all other pertinent information (survey, site plan, drawings, photographs, etc) are required to be submitted to the Code Enforcement 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 land development submission and before the Planning Commission meeting, **an engineering review will be conducted by the Borough Engineer.** A copy of the Borough'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 Borough Council.

FILING FEES

\$850.00; Plus the actual administration expenses, county, state or federal fees levied to the Borough.

LAND DEVELOPMENT CHECKLIST

Nine (9) sets of plans (four (4) full size sets and five (5) 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:

Preliminary Plan Review (Items 1-5 shall be completed on checklist)

Final Plan Review (Items 1-6 shall be completed on checklist)

- ___ 1. Key map for purpose of locating property.
- ___ 2. Existing zoning of site and all adjoining properties.
- ___ 3. Project Narrative.
- ___ 4. Applicant required to pay all professional service fees upon receipt of invoice from Homestead Borough and/or plan review engineering firm.
- ___ 5. Preliminary Plan Review:
 - ___ Application filed and fee paid at least 18 days before meeting.
 - ___ 9 sets of preliminary plans (Four (4) full size sets and five (5) reduced size sets, no smaller than 11" x 17") sealed by a registered design professional in the Commonwealth of Pennsylvania.
 - ___ Land surveyor's seal, Pennsylvania registration number, name and signature.
 - ___ Date drawing prepared.
 - ___ Plot plan showing adjacent development and uses, existing public streets, traffic patterns, contours, storm and sanitary sewers (new and existing), public and recreational use areas, existing trees over 6" diameter.
 - ___ Traffic study.
 - ___ Site parking layout (size and number of spaces).
 - ___ 9 copies of proof of ownership, deed or sales agreement, or proof of option to purchase.
- ___ 6. Final Approval:
 - ___ All items under Item 5 (Preliminary Plan Review).
 - ___ All amendments as required by Planning Commission.
 - ___ Provide original tracing with signature line for Chairman & Secretary of the Planning Commission.
 - ___ Method of storm water control with calculations.
 - ___ All final lot numbers with all easements, rights of way, and building setback lines.
 - ___ Landscape rendering with plant list.
 - ___ Photometric plan of outdoor lighting.
 - ___ Screening and buffer areas.
 - ___ Location and details of all signage.
 - ___ Commonwealth of Pennsylvania or Allegheny County Highway Occupancy Permit applied for with date.
 - ___ All variances granted by the Zoning Hearing Board (If required).
 - ___ Schedule of development and completion.
 - ___ Agreements, provisions, deed restrictions, or covenants.
 - ___ Market study showing need for residential development (R-2, R-3, all commercial & WDD areas).
 - ___ Elevation sections and perspective drawings of improvements and structures. These drawings must be in color and indicate the exterior building materials being proposed.
 - ___ Means of ingress and egress to a public street from site.
 - ___ Provide names and addresses of principal owners, officers and partners.
 - ___ Provide name of corporation, company, partnership, or individual for site development agreement.
 - ___ Performance bond 110% of site development, excluding structure.
 - ___ **Agree to pay all independent engineering review fees incurred.**

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

Fee: \$ _____

Application accepted: _____ Date: _____
 Homestead Building Code Official/ Zoning Officer

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