



PROPERTY INFORMATION

APPLICANT INFORMATION

Date of Application

Signature

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

COMMONWEALTH OF PENNSYLVANIA COUNTY OF ALLEGHENY

☐ 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.**

Notary Public

Applicant (signature)

Applicant (printed)

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.

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..

\$1,000.00; 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 21 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: Homestead Building Code Official/ Zoning Officer

Date:

Planning Commission No.		Invoice Number	
Public Hearing Date		Check Number	
Date Hearing Advertised			