

TOWNSHIP OF FORWARD
SITE DEVELOPMENT APPLICATION and
SUBDIVISION APPLICATION

PRELIMINARY APPLICATION

1. Application shall be submitted to Township Secretary no sooner than fifteen (15) day prior to the regularly scheduled meeting of the Planning Commission. The official filing date is the next regularly scheduled Planning Commission meeting.
2. The Township Secretary:
 - Collects the application fee.
 1. Two (2) lots --- \$150.00
 2. Three (3) or more lots --- \$250.00
 - Records the date of application.
 - Issues a receipt.
 - Forwards application to appropriate officials.
 - Each member of Planning Commission.
 - Township Zoning Officer
 - Township Engineer
 - Board of Supervisors
3. The Preliminary Application shall include eight (8) copies and the original of:
 - Application Form.
 - Location Map.
 - Site Map
 - Subdivision Plan.
 - Engineering Report.
4. The information required for the above material is referenced in Ordinance 93-2 and 95-3 (flood areas)
 - Location Map
 - Site Map
 - Subdivision Plan
 - Engineering Report
5. The Zoning Officer reviews the plan for compliance with zoning requirements and verifies the completeness of the application.
6. The Township Engineer reviews the application for compliance with the design standards of the Subdivision Ordinance and other engineering details and submits a written report to the Planning Commission no later than thirty (30) days after the submission of the application.

(3 COPIES AND PDF)



APPLICANT WILL BE RESPONSIBLE FOR THE FEE CHARGED BY THE TOWNSHIP ENGINEER TO REVIEW THE APPLICATION & PLANS, IN ADDITION TO THE APPLICATION FEE.

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7. The Planning Commission submits a report of an advisory opinion to the Board of Supervisors.
8. The Board of Supervisors shall, after receiving the recommendation of the Planning Commission, render its decision not later than ninety (90) days following the official filing date of the application.
9. The Governing Body may ask the applicant for a written statement granting a thirty (30) day time extension if needed.
10. The Governing Body may hold a Public Hearing prior to approval or disapproval of the preliminary application.
11. The decision shall be communicated to the applicant personally or mailed to applicant at last know address.
12. When application is not approved in terms as filed, the decision shall specify the defects found in the application and describe the requirements which have not been met and shall, in each case, cite the provisions of the Statute or Ordinance relied upon.

FINAL APPLICATION

1. Final application shall include five ⁽³⁾~~(5)~~ prints and one (1) ^(P D F) reproducible copy of the final plat and a certificate of completion of improvements. (See Ordinance 93-2, S 205).
2. The Township Engineer submits a written report to the Planning commission no later than thirty (30) days after the submission of the application.
3. The Planning Commission submits a report of an advisory opinion to the Board of Supervisors.
4. The Board of supervisors shall, after receiving the recommendation of the Planning commission, render its decision not later than ninety (90) days following the official filing date of the application.
5. The decision shall be communicated to the applicant personally or mailed to applicant at last known address.

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6. Upon final approval the applicant can commence and shall complete the approved development in accordance with the terms of such approval within ten (10) years from date of approval.
7. The applicant has ninety (90) days from the date of final approval of the plan by the township to record the plat in the office of the Recorder of Deeds of Allegheny County.
8. The developer must notify the Township engineer at least ten (10) working days prior to the construction of any improvements so as to allow an inspection of the site. The developer shall defray all costs incurred by the Township.
9. Prior to acceptance of any improvements by the Municipality, the developer shall post a maintenance bond or other surety to guarantee the integrity of improvements for a period of at least two (2) years.

Note: Conditions may be attached to decision.

Act 170 of 1988, The Municipalities Planning Code, calls for a thirty (30) day review of subdivision and land development application by the county.

Plat may require issuance of a Highway Occupancy Permit by the Pennsylvania Department of Transportation (PENNDOT) pursuant to S 420 of the Act of June 1, 1945 (P.L. 1242, No. 428) known as the "State Highway Law" before driveway access to a State highway is permitted.

All lots must be accessible to some approved form of sewage removal.

A copy of Ordinance 93-2 relating to Subdivision and Land Development is available for a nominal fee of Five Dollars (\$5.00).

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PLAN NAME _____ DATE _____

NAME OF DEVELOPER _____

PHONE _____ FAX _____ CELL _____

ADDRESS _____

NAME OF LANDOWNER _____

PHONE _____ FAX _____ CELL _____

ADDRESS _____

NAME OF ENGINEER _____ PHONE _____
(OR SURVEYOR)

PHONE _____ FAX _____ CELL _____

ADDRESS _____

LOCATION _____ LOT & BLOCK _____

NUMBER OF LOTS _____ ZONING CLASSIFICATION _____

AVERAGE LOT SIZE _____ AVERAGE LOT FRONTAGE _____

TOTAL ACREAGE _____ Contiguous acreage in same ownership _____

AVAILABILITY OF UTILITIES: GAS _____ WATER _____
ELECTRIC _____ SEWAGE _____

(NOTE: IF SEWAGE IS NOT AVILABLE, APPLICATION FOR DER MODULE IS REQUIRED)

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HAS A VARIANCE, CONDITIONAL USE OR SPECIAL EXCEPTION BEEN GRANTED FOR THIS PLAN? _____ IF SO, DATE _____

ARE ANY MODIFICATIONS TO THE OWNERSHIP SUBDIVISION REGULATIONS REQUIRED? LIST: _____

DOES THIS PLAN REQUIRE A CHANGE IN ZONING CLASSIFICATION? _____

HAS AN APPLICATION FOR RE-ZONING BEEN FILED? _____ DATE: _____

I, _____ HEREBY DEPOSE AND SAY THAT ALL OF THE ABOVE STATEMENTS AND THE STATEMENTS CONTAINED IN THE PAPERS SUBMITTED ARE TRUE.

(APPLICANT'S SIGNATURE)
SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____
IN THE YEAR _____.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

TYPE OF APPLICATION: PRELIMINARY _____ FINAL _____

MINOR SUBDIVISION _____ FEE _____

DATE RECEIVED _____

Received by _____