

ARTICLE III PROCEDURES FOR REVIEW, APPROVAL, AND RECORDING OF PLANS

Section 3.1 GENERAL

3.1.1 **Purpose.** This article specifies procedures for review and approval of proposed subdivisions and land developments and for the recording of plans after their approval.

3.1.2 Organization of article

- A. Abbreviated procedures for minor plans and plat adjustments. Abbreviated review and approval procedures are offered for plans which are defined in Article II as minor subdivisions, minor land developments, or plat adjustments. These procedures are specified in Section 3.3.
- B. Procedures for recording. Section 3.4 contains requirements for recording subdivision and land development plans in the office of the recorder of deeds.

Section 3.2 REVIEW AND APPROVAL OF SUBDIVISIONS AND LAND DEVELOPMENTS IN KENNEDY TOWNSHIP

3.2.1 **Application.** The procedures specified in this section shall apply to all subdivisions and land developments in Kennedy Township.

3.2.2 **Optional Pre-application meeting.** The applicant may request a pre-application meeting with the Kennedy Township Planning Commission to discuss the proposed subdivision or land development and to review the requirements of the ordinance in relation to the proposed project.

- A. Sketch plan. Prior to the meeting, the applicant shall provide a sketch plan of the proposed project containing enough information to convey clearly the existing and proposed conditions of the site. The materials submitted for the pre-application meeting should be prepared in accordance with Section 4.1 of this ordinance, but shall not constitute an application for preliminary or final approval.
- B. Scheduling of meeting. The Commission shall review the materials and schedule the pre-application meeting within 14 consecutive days from the date of submission of the sketch plan and supporting materials. If the Commission feels that additional information is needed, the 14-day period may be extended by mutual agreement.
- C. Result of meeting. Based on the Commission review and discussion with the applicant, there should be a mutual understanding of the scope of the

proposed development, issues that may require resolution by the Township and of potential impacts that may require special attention.

3.2.3 Preliminary plan review and approval

- A. Submission of applications. Applications may be submitted to the Commission on any business day and shall include all information and plan drawings specified in Article IV, Section 4.2
1. Number of copies. Four complete copies of the application and all supporting site and plan drawings and information shall be submitted to the Commission.
 2. Application form. Applications must include a copy of the Commission's form entitled "Subdivision and Land Development Application" which has been completed by the applicant.
 3. Fee required. A filing fee, in the form of a check or money order payable to Kennedy Township, shall accompany the application. The amount of the fee shall be in accordance with a fee schedule adopted by resolution of the Board of Commissioners, Kennedy Township.
 4. Official filing date. The official filing date of an application shall be the date that the Board certifies that the submittal is complete and that the applicable fee has been paid.
 - a. Within seven days of the date that the application is received in the offices of the Board, the Board shall either certify the application as complete or notify the applicant in writing that the application is incomplete. The written notification shall specify the items of required information that are lacking.
 - b. Failure of the Board to take either of these actions within seven days shall be deemed a certification that the application is complete as submitted, unless the applicant has agreed in writing to an extension of time.
 - c. The official filing date shall be recorded in the files of the Township and the applicant shall be notified of the official filing date.
 - d. Certification of the application as complete and the establishment of the filing date shall not constitute a waiver of any deficiencies or irregularities.
 - e. After the official filing of an application and while a decision is pending, no change in any zoning, subdivision or other governing ordinance or plan shall affect the decision on the

application adversely to the applicant; and the applicant shall be entitled to a decision in accordance with the provisions of the governing ordinances and plans on the official filing date.

- B. **Distribution of copies.** The Board shall forward one complete copy of the application and submission materials to the engineer for the municipality and Kennedy Township Planning Commission. The applicant shall distribute a copy of the preliminary plan and of all relevant supporting documentation to all agencies who will be required to approve some aspect of the plan prior to its final approval by the Commission. These agencies may include, but are not limited to: (NOTE: A copy of the preliminary application must also be submitted by the municipality to this Department for review and comment, in accordance with Sect. 502(b) of the MPC. When a municipality has enacted a subdivision and land development ordinance under the authority of the MPC, the County's review is only advisory but is still required.)
1. Pennsylvania Department of Transportation (PennDOT) if site abuts or is traversed by a state road
 2. Pennsylvania Department of Environmental Protection (DEP) for sewage facilities, stream encroachments, wetlands, contaminated sites, and other environmental permits
 3. Allegheny County Department of Engineering and Construction if site abuts or is traversed by a county road or may impact a county drainage facility
 4. Allegheny County Health Department for sewage facilities, water supply, and air pollution approvals
 5. Allegheny County Conservation District for erosion and sedimentation plan letters of adequacy and permits
 6. Fire company or department
 7. Water supplier
 8. Sewage treatment supplier
 9. Natural gas, electric, telephone, and cable television suppliers
 10. Postmaster for approval of new street names
 11. Federal Aviation Administration and PennDOT Bureau of Aviation if the proposed development requires filing of "Notice of Proposed Construction or Alteration"

12. Municipalities within 200 feet of site and municipalities within one mile of site if project is expect to generate 100 or more trips during its peak hour.
- C. Review meeting. The Commission shall formally review the application at a public meeting held not later than 30 days after the official filing date.
- D. Optional hearing. The Commission may conduct a hearing pursuant to public notice in order to inform the public and obtain comment prior to taking action on a proposed subdivision or land development.
- E. Decision. A decision to approve the preliminary plan as submitted, to approve the plan subject to conditions, or to disapprove the plan shall be made and communicated to the applicant not later than 90 days following the date of the public meeting at which the plan was first reviewed unless the applicant agrees in writing to an extension of time.
 1. Written decision. The decision of the Commission shall be in writing and shall be communicated to the applicant personally or mailed to him at his last known address not later than 15 days following the decision unless the applicant agrees in writing to a change in the manner of communication of the decision.
 2. Acceptance of conditions. If the application is approved subject to conditions, they shall be accepted by the applicant in writing within 15 days after the written decision of the Commission was mailed or delivered to the applicant or the approval shall be automatically rescinded.
 3. Defects specified. If the application is not approved as filed, the decision shall specify the defects found in the application and shall cite the provisions of the ordinance which have not been met.
- F. Deemed approval. Failure of the Commission to render a decision and communicate it to the applicant in the manner and within the time period specified or as agreed to by the applicant shall be a deemed approval of the application as presented.
- G. Effect of approval of preliminary application. When a preliminary application has been approved, the applicant shall be entitled to final approval in accordance with the terms of the approved preliminary application.

3.2.4 Final plan review and approval.

- A. Submission of applications. Applications shall be submitted in the same manner as specified for preliminary applications in Section 3.2.3 except that a filing fee shall not be required for final plan applications.

1. Intent regarding improvements. The application for final approval shall state whether the applicant intends to construct improvements prior to final approval and recording of the plat or whether the applicant intends to record the final plan and post financial security to guarantee the construction of required improvements.
 2. Materials required. The application for final approval shall include the plans, construction drawings and specifications, required permits and approvals, supporting documentation, and other materials as specified in Article IV, Section 4.3.
 3. Official filing date. The official filing date for an application for final approval shall be determined in the same manner as for preliminary plan approval specified in Section 3.2.3.A.4 above.
- B. Distribution of copies. The Board shall forward one complete copy of the application and submission materials to the Commission in which the project is located and one copy to the engineer for the municipality.
- C. Review meeting. The Commission shall formally review the application at a public meeting held not later than 30 days after the official filing date.
- D. Decision. A decision to approve the final plan as submitted, to approve the plan subject to conditions, or to disapprove the plan shall be made and communicated to the applicant not later than 90 days following the date of the public meeting at which the final application was first reviewed unless the applicant agrees in writing to an extension of time.
1. Approval of the final plan. The Board of Commissioners, Kennedy Township, shall grant final approval if all of the following requirements are met:
 - a. The application conforms with the approved preliminary plan and with any conditions attached to the preliminary approval.
 - b. The plan either complies with all standards and requirements of this ordinance or waivers or modifications have been requested, granted, and documented in accordance with Section 1.6.
 - c. The municipal engineer and governing body of the municipality in which the proposed project is located must have examined the plans and construction drawings and certified that the proposed subdivision or land development is in accordance with all applicable municipal ordinances and regulations including but not limited to zoning, flood plain management, storm water management, grading, and construction standards; or that any required variances or exceptions from municipal requirements have been approved

and documented in accordance with applicable municipal procedures.

- d. All necessary permits and approvals from other governmental agencies, service providers, and utility providers have been obtained.
- e. All improvements have been constructed in accordance with applicable standards, inspected by the municipal engineer, and approved by the municipal governing body; or financial security to guarantee the construction of required improvements has been deposited with the municipality, both in accordance with Section 3.2.6 hereunder.

2. Conditional final approval. The Commission may grant conditional approval of a final plan, provided that any conditions shall be satisfied prior to signing and recording of the plat or shall be incorporated into a development agreement between the applicant and the municipality.

- a. The Commission shall grant conditional final approval of a plan if the only deficiency in the application is the absence of one or more state permits.
- b. If a condition will affect the use of land or any other matter depicted upon the final plan, the Commission may require that the condition be noted upon and recorded with the plan and/or be incorporated into a development agreement between the applicant and the Township.

3. Disapproval. The Commission shall deny approval of an application for final approval of a subdivision or land development if the application does not meet all requirements of this ordinance and of applicable municipal regulations; if any permits or approvals required by any other unit of government are denied; if financial security is not posted, or if improvements are not completed in accordance with the approved specifications and development agreement.

E. Form of decision. The decision to approve, approve with conditions, or deny final approval of a subdivision or land development shall be made and communicated to the applicant in the same manner as specified for preliminary applications in Section 3.2.3.E.

F. Deemed approval. Failure of the Commission to render a decision and communicate it to the applicant in the manner and within the time period specified or as agreed to by the applicant shall be a deemed approval of the application as submitted.

G. Effect of final approval. When an application has been approved without conditions or with conditions accepted by the applicant, no change in this ordinance or in any applicable municipal ordinance shall affect adversely the right of the applicant to commence and to complete any aspect of the approved development in accordance with the terms of such approval within five years from such approval.

1. Where final approval is preceded by preliminary approval, the five-year period shall be counted from the date of the preliminary approval.
2. If there is any doubt about the terms of a preliminary approval, the terms shall be construed in accordance with the governing ordinances at the time when the application for preliminary approval was officially filed.

3.2.5 **Phased development.** If an applicant intends to develop land in phases, the preliminary plan submission shall encompass the entire land area proposed for development and shall serve as a master plan.

A. Schedule for phases. The preliminary plan shall include a schedule for the submission of final plans for each section.

1. The schedule shall be updated annually on or before the anniversary of the preliminary plan approval until the final plan for the final section has been approved.
2. Any modifications in the schedule as first presented may be approved at the discretion of the Board.

B. Final plans for phases. Following approval of the preliminary plan for the entire land area, final plans may be submitted for each section.

1. If the final plan for a section of a phased development differs from the approved preliminary plan in number of lots or buildings, intensity of development, preservation of environmental features, open space, traffic characteristics, transportation facilities, or other substantive component, then an entirely new preliminary plan may be required for that section and for any other sections or components of development that may be affected by the proposed changes.
2. Each section of a phased residential development except the last section shall contain at least 25 percent of the total number of dwellings depicted on the preliminary plan or, in the discretion of the Board such other percentage needed to ensure an acceptable living environment for residents while development is ongoing.
3. Provided the applicant has complied with all provisions of the approved preliminary plan, including adherence to the schedule for

submission of final plans for various sections, the right of the applicant to complete construction in accordance with municipal regulations at the time of the first approval shall be extended beyond the five-year period, for sections beyond the initial section, for an additional term of three years from the date of final approval of each section.

4. Failure of the applicant to comply with the schedule for submission of final plans for the various sections, shall subject any such section to all changes in land use ordinances or other applicable municipal ordinances enacted after the date of filing of the preliminary plan.

3.2.6 Completion of improvements or guarantee thereof prerequisite to final plat approval. No plat shall be finally approved for recording until all required improvements have been constructed or until financial security has been deposited to guarantee the construction of improvements.

A. Construction of improvements prior to final approval and recording of the plan. If the applicant chooses to construct improvements prior to final approval and recording of the plat, the applicant may proceed to do so when all of the following requirements have been met:

1. All other components of the application for final approval have been approved by the Board of Commissioners, Kennedy Township.
2. All necessary permits and approvals from other agencies have been obtained;
3. Construction drawings for all improvements have been approved by the municipal engineer and municipal governing body;
4. A development agreement between the applicant and municipality, which is in accordance with applicable provisions of the MPC and acceptable to the municipal solicitor, has been executed, which specifies procedures and responsibilities for construction, inspection, and approval of all improvements.

B. Approval of final plat following completion of improvements

1. Following completion of all improvements in accordance with the specifications and plans, the applicant shall submit to the Board a statement that all improvements have been completed and approved by the municipality and that all other matters included in the development agreement have been concluded in a manner acceptable to the municipality.
2. Thereafter, the Board shall approve the final plat for recording, and the President, Board of Commissioners of Township, shall sign the notation of approval on the plat.

- C. Deposit of financial security to guarantee construction of improvements. If improvements are required and the applicant proposes to construct them after final approval and recording of the plan, financial security shall be deposited with the municipality in an amount sufficient to cover the costs of all public improvements and common amenities including but not limited to roads, storm water management facilities, recreation facilities, open space improvements, and required buffer or screen plantings.
1. The amount and form of the financial security shall be as specified in Section 509 of the MPC.
 2. When requested by the applicant, in order to facilitate financing, and provided that all other requirements for final approval have been met, the Board shall furnish the applicant with a letter indicating approval of the final plat contingent upon the applicant obtaining a satisfactory financial security . The letter of contingent approval shall expire within 90 days unless an extension is granted by the Board.
 3. A copy of an executed development agreement, in a form approved by the municipal solicitor and consistent with the MPC, shall be submitted to the Board which specifies all agreements between the applicant and the municipality for the conduct of development activities, construction of improvements, inspection by the municipal engineer, establishment and payment of inspection fees, release of financial security upon satisfactory completion of improvements, and any other matters of concern to the municipality.
 4. If water mains or other utilities are to be installed under the jurisdiction of a public utility or municipal authority distinct from the municipality, financial security shall be posted to assure proper completion and maintenance thereof in accordance with the regulations of the public utility and shall not be included within the financial security otherwise required.

3.2.7 Deposit of financial security to guarantee integrity and functioning of improvements. If the municipality intends to accept dedication of any improvements after their completion, the developer shall post financial security, if requested by the municipality, to guarantee the structural integrity and proper functioning of the improvements for a period of 18 months from the date of acceptance by the municipality.

- A. Acceptable security. The financial security shall be of the same type as required by the MPC to guarantee the construction of improvements.
- B. Amount of security. The financial security shall not exceed 15 percent of the actual cost of installation.

Section 3.3 **ABBREVIATED PROCEDURES FOR MINOR PLANS AND PLAT ADJUSTMENTS**

3.3.1 Application. This section offers an option to combine preliminary and final applications for minor subdivisions and land developments and a simple sign-off process for plat adjustments.

3.3.2 Minor subdivisions and land developments. The Board will review applications for final approval of minor subdivisions and minor land developments without having first reviewed an application for preliminary approval. A complete application for final review of a minor subdivision or land development shall be submitted in accordance with the procedure specified in Section or 3.2.4.A, except that a fee shall be required.

A. For plans in municipalities that have their own ordinances, the Planning Commission will complete its review within 30 days of the date that a complete application is forwarded.

1. If there are no suggested revisions or other comments, the Planning Commission will notify the municipal official who transmitted the application either by phone or in writing.

2. If there are suggested revisions or conditions or a recommendation that the application be denied, the review shall be in writing in accordance with the procedure specified in Section 3.2.3.

B. Following completion of the review or review and approval, the Board will accept the final plan prepared for recording, with all required signatures.

1. The Board will review the signed transparency for compliance with requirements of the recorder's office.

2. If the transparency is correctly prepared, the President, Board of Commissioners, will sign the notation that the plan has been reviewed or approved by the Board.

3.3.3 Review of plat adjustments.

Subdivisions which are classified as plat adjustments may be submitted as transparencies prepared for recording to the Township Engineer at least one week prior to next regularly scheduled meeting of the Board of Commissioners.

A. The Township Engineer shall review the transparency for compliance with applicable municipal ordinances, and make recommendations to the Board of Commissioners at the regularly scheduled meeting.

1. Based upon the recommendation of the Township Engineer, the Board of Commissioners shall either sign the certification of approval on the transparency or reject the transparency in accordance with the procedure specified in §3.2.4.E.

B. In the case of final surveys of property lines for townhouses and other attached dwellings after construction, the Township Engineer shall confirm to

the President of the Board of Commissioners that the plan is in conformance with the previously approved master plan for the townhouse or other attached dwelling development.

1. For review and approval of the transparency of a final survey of property lines for townhouses and other attached dwellings, no additional fees shall be charges, provided that the plan is in conformance with the previously approved master plan.

Section 3.4 **REQUIREMENTS FOR RECORDING**

3.4.1 Application. The requirements of this section apply to all plans that are to be recorded in Allegheny County.

3.4.2 Drafting standards. All final plans for recording shall be prepared in accordance with administrative regulations issued by the recorder of deeds to ensure that the recorded plans will be accurate, complete, and legible. These regulations may be changed from time to time, based upon the requirements of the systems or technology used to record the plans. The current requirements related to the drafting of plans are included in Appendix 1.

3.4.3 Required certifications and notations. Certifications, notations, and approvals required on final plans for recording are included in Appendix 2.

ARTICLE IV - APPLICATION INFORMATION

Section 4.1 SKETCH PLAN APPLICATION GUIDELINES

4.1.1 **Sketch plan information.** Pre-application sketch plans should show or be accompanied by the following information:

- A. A brief narrative describing the proposed project.
- B. A site plan drawn at a scale no smaller than 1 inch = 100 feet.
- C. Names and addresses of the landowner, developer and applicant.
- D. Name of the firm that prepared the plan.
- E. Location map, at scale, that clearly identifies the location of the property.
- F. North arrow, written and graphic scales.
- G. Name of the municipality (or municipalities) where the project is located.
- H. Significant natural and man-made features (e.g., floodplains, watercourses, tree masses, undermined areas, existing structures, etc.).
- I. Proposed street, parking, building and lot layout.
- J. Existing zoning of subject property and zoning of adjacent property.
- K. Approximate location and type of any existing utilities and easements.
- L. Statement explaining the proposed method of water supply and sewage disposal.
- M. Any other relevant information.

Section 4.2 PRELIMINARY PLAN SUBMITTAL REQUIREMENTS

4.2.1 **Preliminary plan application contents.** All applications submitted for preliminary approval shall show or be accompanied by the following information:

- A. Project description
 - 1. A brief narrative describing the proposed project.

2. Title block containing the name of the proposed project, name of the municipality, the project number assigned by the firm that prepared the plans, the plan date, and dates of all plan revisions.
3. Name, address, and phone number of the owner of record, developer, and applicant.
4. Name, address, and phone number of the firm that prepared the plans; and name, signature, registration number, and seal of engineer, surveyor, landscape architect, and/or architect involved in the preparation of the plans.
5. North arrow and graphic scale.
6. Site location map, taken from a U.S.G.S. quadrangle map. The location map shall be at scale and of size sufficient to show clearly where the project is. Show quadrangle sheet name.
7. Entire tract boundary with bearings and distances as shown by deed, and the total acreage of the entire tract. If the proposed project is located in two or more municipalities, show municipal boundary lines on the plan.
8. Existing platting of land adjacent to the site, and the names of any adjacent land owners not in a previously recorded plan.
9. Schedule of zoning district requirements, including area and bulk regulations, density, coverage, and building and yard requirements. Show zoning of all adjacent land.
10. List any variances or other zoning approvals which are being requested or which have been granted by the municipality.
11. List, with supporting evidence for the request, any modifications or waivers of subdivision and land development regulations that are requested.

B. Existing conditions

1. Contours, shown at two foot vertical intervals; except where slopes exceed 40%, at ten-foot intervals. Show existing contours with dashed lines and number clearly. State location and elevation of datum to which contour elevations refer: datum used shall be a known, established benchmark. Contours plotted from U.S.G.S. quadrangle maps shall not be acceptable.
2. Steep slopes, with categories of slope delineated as follows:

- a. 25 to 40 percent;
 - b. Greater than 40 percent.
3. **Soils.** Identify soil series as shown in the Soil Survey of Allegheny County. Plot soil limit lines on the base map.
 4. **Regulated waters of the Commonwealth and required set-back as defined in Title 25. Environmental Protection, Chapter 105, Dam Safety and Waterway Management.** If any part of the site lies within a flood plain, as indicated on a certified FEMA map, plot the floodway and 100-year flood plain boundary on the base map and reference the community panel number, map name, date, and map panel numbers.
 5. **General vegetative cover.** Provide a brief description of the general vegetative cover of the site, including type (meadow, woodland, wetland, etc.). Show location of any woodlands on base map in accordance with Section 5.6.1. Show location, size and species all trees over 24 inches diameter at breast height within the limit of disturbance and to 30 feet beyond. The limit of disturbance shall include all proposed easements and rights-of-way.
 6. **Significant natural features, including plant and wildlife habitat areas for rare or endangered species, wetlands, or any other natural feature identified in the Allegheny County Natural Heritage Inventory.**
 7. **Potentially hazardous features, including quarry sites, surface and subsurface mines, undermined areas, underground fires, solid waste disposal sites, contaminated areas, and landslide-prone areas.** Show approximate location and cite source information.
 8. **Significant cultural features, including cemeteries, burial sites, archeological sites, historic buildings, structures, plaques, markers, or monuments.** Show approximate location and cite source information.
 9. **Existing structures.** Show approximate location and type. If an existing structure is proposed to be demolished, show clearly on the plans.
 10. **Existing streets, roads, alleys, driveways, or other means of access located on or within 200' of the site.** Show location, name, jurisdiction of ownership, width of right-of-way or easement, width and condition of pavement, and grades.
 11. **Existing utilities, including any related easements or rights-of-way.** Show approximate location. Identify type and ownership.

12. Location, ownership, and type of any other easements or rights-of-way including railroads, trails, gas or oil wells and gas or oil transmission lines, etc..
13. Airport noise contours and airport hazard areas. Show approximate location and cite source information.

C. Proposed conditions: For all proposed subdivisions and land developments the following information shall be provided:

1. Tabulation of site data, including total acreage of land to be subdivided, number of lots, proposed density, number of dwelling units, and acreage of any proposed open space or other public/common areas. For non-residential developments show the total square footage of all proposed buildings, percent lot coverage, the number of parking spaces required, and the number provided.
2. All required yards and building setback lines. Show any required buffer yards.
3. Proposed streets. Show location, width of cartway and right-of-way. Provide centerline profiles for all proposed streets or any existing streets to be improved.
4. Proposed lot layout. Show lot widths and lot lines in scaled dimensions, and lot areas in square feet. Show proposed lot numbers.
5. Proposed buildings, parking areas, access drives, driveways, and any other significant features.
6. Proposed utilities and related easements. Show points of connection to existing utilities.
7. Proposed pedestrian and bicycle circulation routes, including any easements or rights-of way.
8. Proposed public or semipublic areas, reserved areas, open space areas, and any related conditions or restrictions.
9. Proposed grading, with existing and proposed contours at a two (2) foot vertical interval. Existing contours shall be plotted with dashed lines, and proposed contours with solid lines. Proposed contours shall tie back into existing contours. Number contours clearly. The grading plan shall include the following information:
 - a. Approximate finished floor elevations of proposed buildings.

- b. Approximate grades on all handicapped parking spaces and related access routes.
 - c. Approximate quantity of total excavation in cubic yards. Show approximate location of cut and fill areas and limit of disturbance. Indicate whether or not the earthwork is expected to balance on-site.
10. Storm water management report, which shall include the following information:
- a. Name of the watershed (drainage basin) in which the proposed development is located.
 - b. Map taken from the U.S.G.S. quadrangle sheet showing watershed draining to project site. Map shall be at scale. Show name of quadrangle sheet and north point. Show area of watershed in acres. Highlight any potential DER regulated encroachments.
 - c. Method and standards used in design of storm water management facilities (i.e., Rational, TR-55, other).
 - d. Preliminary calculations, including pre- and post- development run-off, release rate percentage, basin storage volumes, and storm water routing.
 - e. Approximate layout of any proposed detention basins, storage tanks, sumps, outlet structures, inlets, manholes, piping, swales, or riprap. (For sump storage chart for roof drains, see Appendix 5-6)
11. Preliminary soil erosion and sedimentation pollution control plan, prepared in accordance with the latest edition of the Erosion and Sedimentation Pollution Control Program Manual, developed by the Pennsylvania Department of Environmental Protection.
12. Landscape plan, including the names, sizes, quantities, and approximate location of all proposed plant materials.
- D. Other Required Information:
1. Traffic impact study: Where the proposed development will generate 100 or more peak hour vehicle trips per day or any residential development which proposes 100 or more dwelling units.

2. Geotechnical report: Where the site proposed for development contains land-slide prone soils, then a soils engineer shall conduct studies to determine the exact location of the landslide-prone areas. Such areas shall be clearly identified on the base map.
3. Subsidence risk assessment: Where evidence exists that sub-surface mining has occurred one hundred (100) feet or less below the surface of the site proposed for development, a Subsidence Risk Assessment, prepared by a qualified professional geotechnical engineer, shall be provided.
4. Soil contamination assessment: Where the proposed subdivision or land development site contains any hazardous substances, then a geotechnical report and a remedial investigation/feasibility study shall be provided.
5. Sewage facilities planning module: A copy of the completed sewage facilities planning module as filed with the Pennsylvania Department of Environmental Protection or the Allegheny County Health Department, or a letter from the appropriate Department stating that a sewage facilities planning module is not required.
6. Existing restrictions: Where the land proposed to be developed or subdivided contains any existing covenants, grants of easement, private deed restrictions, or other restrictions, a copy of the recorded document; or, in the absence of a recorded document, then a letter from the holder of the restriction stating any conditions on the use of the land.
7. Schedule of phased developments: If the applicant proposes to construct the development in phases, the applicant must submit a schedule of the projected dates that the final application for each phase will be filed.

Section 4.3

FINAL PLAN APPLICATION REQUIREMENTS

4.3.1

Final plan application content: All applications submitted for final approval shall include, in accurate and final form, all of the information required for preliminary plan submittals; however, supporting maps and information need not be resubmitted if there have been no changes to that information. Applications for final approval shall include the following:

- A. A copy of the approved preliminary plan and for plat adjustments, copy of the previously recorded plan.
- B. Final plat, in accurate and final form for recording. The final plat shall include the following:

1. Title block, placed in the lower right hand corner and containing the following information:
 - a. The name and location of the subdivision or land development, the plan date, and the date of any revisions.
 - b. The name, and plan book volume and page numbers of any previously recorded plans.
 - c. Name, address, and phone number of the owner of record and the developer.
 - d. Name, address, and phone number of the firm that prepared the plans, and the name, seal, and registration number of the surveyor or engineer who prepared the plan.
 - e. Sheet number, north arrow, and graphic scale.
2. Tract boundaries, right-of-way lines of streets, easements, and other right-of-way lines with accurate distances to hundredths of a foot and bearings to one-quarter of a minute. Tract boundaries shall be determined by field survey only and shall be balanced and closed. Surveys shall be prepared in accordance with the standards contained in Appendix 3.
3. Complete curve data for all curves included in the final plat, including radius, arc length, chord bearing and chord distance.
4. Location, type, and size of all monuments and lot line markers. State whether found, set, or to be set.
5. Approved street names and street right-of-way widths.
6. Lot numbers, lot dimensions, lot areas in square feet, and building setback lines.
7. Tabulation of area data, including lots, parcels, units, areas dedicated for rights-of-way, etc., and total plan area.
8. Lot and block or tax map parcel numbers.
9. Easements and rights-of way for all public and private improvements, including widths, purposes, and limitations, if any. Plots which require easements shall contain a notice that: The Property Owners may use the surface areas within easements for farming, parking and similar purposes; however, no structure of any kind may be erected thereon.

10. Accurate dimensions, acreage, and purpose of any property to be reserved as public or common open space.
11. Platting of adjacent property and the names of the adjacent property owners.
12. Site location map, prepared in accordance with Section 4.2.1A6 of this ordinance.
13. All required municipal certifications, which shall include the municipal engineer.
14. Certification of plat preparation and accuracy by a registered surveyor.
15. Certification of the dedication of streets and other property.
16. All other certifications, dedications, and acknowledgements, as required by Appendix 2 of this ordinance and the Allegheny County Office of the Recorder of Deeds.
17. Plats which require access to a road under the jurisdiction of the Pennsylvania Department of Transportation shall contain a notice that, before driveway access is permitted, a highway occupancy permit is required pursuant to Section 420 of the Act of June 1, 1945, known as the "State Highway Law".
18. Notation on the plan of any modifications or waivers granted to the provisions of this ordinance.

C. Land development plans. In addition to the above final requirements, land development plans shall include the following information:

1. Final site plan including building locations, parking areas, roads and access drives, landscaping and bufferyards.
2. Final grading plan, as per Section 5.3 of this ordinance. The final grading plan shall include all final contours, grades, floor elevations, permanent conservation measures, limit of disturbance line, typical keyway and/or benching details, and earthwork quantities in cubic yards.
3. Final storm water management plan, as per Section 5.15, including all final calculations.
4. Final soil erosion and sedimentation pollution control plan, as submitted to the Allegheny County Conservation District (ACCD), and evidence that the ACCD has issued a finding of adequacy.

D. Construction plans for public and private improvements, prepared by a registered professional, drawn at a scale no smaller than 1 inch = 50 feet on sheets measuring 24" x 36". The construction plans shall show the following:

1. Conformity with the Design Standards specified in Article V of this ordinance.
2. Plan and centerline profile drawings of each street in the plan and extending at least 200 feet beyond the plan. Street profiles shall include complete vertical curve information.
3. At least three cross-sections at intervals no greater than 100 feet, extending at least 50 feet from the street centerline to each side, or extending 25 feet from the right-of-way line to each side, whichever is greater.
4. The location of all existing and proposed sanitary sewers, storm sewers, manholes, catchbasins, and endwalls within the site, and all necessary extensions thereof beyond the site.
5. By plan, all pipe sizes, distances, directions of flow, and wye locations (both storm and sanitary), including a station for each wye as measured from the downstream manhole.
6. By profile, all pipe sizes, materials, distances, and grades; and top and invert elevations of all manholes, catchbasins, and endwalls. Show existing and proposed ground.
7. All construction details for storm water detention facilities, including any intake control structures, discharge control structures, underground storage tanks, sumps, and storm water detention basins.
8. The locations of all other existing and proposed utilities including gas, water, fire hydrants, electric, telephone, and cable TV.
9. All easements and rights-of-way for public improvements.

E. Permits and approvals. The applicant shall submit certified copies of all permits and approvals required by applicable federal and state laws and county codes and regulations, including without limitation the following:

1. Allegheny County Conservation District adequacies and permits.
2. Federal Aviation Administration and PennDot Bureau of Aviation approvals where required.

3. Pennsylvania Department of Environmental Protection sewage facilities permits, general permit, wetland encroachment permits, stream encroachment/obstruction permits, etc.
4. County of Allegheny and Commonwealth of Pennsylvania permits for any proposed roads or driveways.
5. Water supply certification as required by Section 5.13.2.C.