



**LAND DEVELOPMENT CHECKLIST
GREEN TREE BOROUGH**
Green Tree Planning Commission
10 West Manilla Avenue
Pittsburgh, PA 15220
412-921-1110

TO BE COMPLETED BY BOROUGH:

SP - _____ - _____

DATE STAMP RECEIVED

NOTE TO ALL APPLICANTS:

- This checklist must be completed in its entirety.
- If an item is not applicable, check "N/A."
- Incomplete checklists and submission will be returned to the applicant.
- No action will be taken until the checklist is deemed complete.

Date: _____

Has this plan been previously presented to Green Tree Borough? Yes _____ No _____

Property Information

Property Location (e.g., Address/Lot & Block) _____

Zoning Classification: _____ Proposed Use: _____

Presented for: _____ Advisory _____ Preliminary _____ Final Approval

Applicant Information

Applicant (*please print*): _____

Address: _____

Telephone: _____

Fax: _____

E-mail address: _____

Applicant's Relationship to Owner: _____

Owner Information

Owner (*please print*): _____

Address: _____

Telephone: _____

Fax: _____

E-mail address: _____

Plan Preparer Information

Plan Preparer (*please print*): _____

PA License Number: _____ Discipline: _____

Address: _____

Telephone: _____

Fax: _____

E-mail address: _____

Surveyor Information

Surveyor (*please print*): _____ Date of Survey _____

PA License Number: _____ Discipline: _____

Address: _____

Telephone: _____

Fax: _____

E-mail address: _____

Plan Identification Number: _____ Date: _____

ADVISORY MEETING (Chapter 1224.03):

A. Description of Proposed Development: _____

B. (Chapter 1226) Preliminary Review / Land Suitability:

_____ Street Access	_____ Flood Prone
_____ Topography	_____ Geology
_____ Mine Subsidence	_____ Zoning

C. Issues of Concern: _____

D. Zoning Hearing Board Issues: _____

PRELIMINARY PLATS (Chapter 1226)

Development Name _____

Site _____ Location _____

	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Vicinity	_____	_____	_____
Streets	_____	_____	_____
Scale	_____	_____	_____

.01a. Location Plan:

- | | | | |
|--|-------|-------|-------|
| 1. Land Development Name | _____ | _____ | _____ |
| 2. Names of major existing thoroughfares related to the development, including distances | _____ | _____ | _____ |
| 3. Adjacent properties | _____ | _____ | _____ |
| 4. Title, graphic scale, north point, date of plan, and the location map (need not be a new drawing) | _____ | _____ | _____ |
| 5. Zoning use and classification | _____ | _____ | _____ |

.01b. Site Plan:

1. _____ contours at _____ foot intervals and _____ feet beyond site.
2. Terrain features: _____

3. Boundary:	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Fully dimensioned (bearings & corners)	_____	_____	_____
Lot & Block Numbers	_____	_____	_____

Land Development Checklist

		<i>Yes</i>	<i>No</i>	<i>N/A</i>
4.	Streets:			
	Widths	_____	_____	_____
	Grades	_____	_____	_____
	Pavement Type	_____	_____	_____
	Curbs	_____	_____	_____
	Sidewalks	_____	_____	_____
5.	Easements:			
	Location	_____	_____	_____
	Width	_____	_____	_____
	Purpose	_____	_____	_____
6.	Utilities:			
	Sanitary Sewers	_____	_____	_____
	Waterlines	_____	_____	_____
	Hydrants	_____	_____	_____
	Gas Mains	_____	_____	_____
	Street Lighting	_____	_____	_____
	Electric Lines	_____	_____	_____
	Transmission Lines	_____	_____	_____
7.	Adjacent Land:			
	Slopes	_____	_____	_____
	Buildings (within 200 ft.)	_____	_____	_____
	Use	_____	_____	_____
	Adverse Influences	_____	_____	_____
	Owners	_____	_____	_____
	Zoning	_____	_____	_____
8.	Storm Sewers:			
	Sewer Lines	_____	_____	_____
	Culverts	_____	_____	_____
	Sizes	_____	_____	_____
	Streams & Watercourses	_____	_____	_____
	Proposed Extensions	_____	_____	_____
	Easements	_____	_____	_____
	Stormwater Management Report	_____	_____	_____
9.	Other Features:			
	Prior Grading	_____	_____	_____
	Other	_____	_____	_____
10.	Title Block:			
	Owner	_____	_____	_____
	Developer	_____	_____	_____
	Surveyor	_____	_____	_____
	Graphic Scale	_____	_____	_____
	North Arrow	_____	_____	_____
	Plan Date	_____	_____	_____

Land Development Checklist

		<i>Yes</i>	<i>No</i>	<i>N/A</i>
11.	Geologic Report	_____	_____	_____
	Opinion	_____	_____	_____
	Recommendations by Engineer	_____	_____	_____
12.	Impact Statement:			
	Traffic	_____	_____	_____
	Sewers	_____	_____	_____
	Other Facilities	_____	_____	_____
.01c.	Soil Conservation Report	_____	_____	_____
.01d.	Soil Erosion & Sedimentation Control Plan	_____	_____	_____
.01e.	<u>Preliminary Plat:</u>			
1.	Scale: 1" = _____ feet	_____	_____	_____
2.	Names and Addresses of Owner, Developer and Consultant	_____	_____	_____
3.	Street, Pedestrian and Easement Patterns	_____	_____	_____
4.	Lot Layout with Dimensions	_____	_____	_____
5.	Parking	_____	_____	_____
6.	Parcels to be dedicated	_____	_____	_____
7.	Landscaping	_____	_____	_____
8.	Key Plan, Legend & Notes	_____	_____	_____
9.	Location, bulk & use of structures	_____	_____	_____
10.	Graphic Scale, North Point & Date of Plot	_____	_____	_____
.01f.	<u>Engineering Plans:</u>			
	Profiles	_____	_____	_____
	Typical Sections	_____	_____	_____
	Specifications	_____	_____	_____
	Other Utility Layout	_____	_____	_____
1.	Storm Sewers:			
	Capacity	_____	_____	_____
	Adequacy	_____	_____	_____
	Required Improvements	_____	_____	_____
	Upgrading	_____	_____	_____
	Written Report	_____	_____	_____
2.	Sanitary Sewage Planning Module:			
	with DER Report	_____	_____	_____
	Narrative Report	_____	_____	_____
	Resolution to change official plan	_____	_____	_____

Land Development Checklist

		<i>Yes</i>	<i>No</i>	<i>N/A</i>
(1226.03)	Small Subdivision Waiver	_____	_____	_____
	Reason: _____			

(1226.05)	Report to Council:			
	Written Recommendation	_____	_____	_____
	Recommendations on waivers permitted by Council	_____	_____	_____

FINAL PLAT (Chapter 1228)

.01a. _____ all of Preliminary Plan as approved
 _____ part of Preliminary Plan as approved

.01b. Linen or Mylar Tracing, per Department of Economic Development Regulations:

	<i>Yes</i>	<i>No</i>	<i>N/A</i>
Dedication Clause	_____	_____	_____
Mortgages	_____	_____	_____
Notarized	_____	_____	_____
Ownership	_____	_____	_____
Surveyor Certification	_____	_____	_____
Certification	_____	_____	_____
Borough Council Disclaimer	_____	_____	_____
Sewage Approval Release	_____	_____	_____
Standard Size	_____	_____	_____
Borough Engineer Approval	_____	_____	_____
Approval clause by:			
Planning Commission	_____	_____	_____
<i>(example on last page)</i>			
Council	_____	_____	_____
County Planning Commission	_____	_____	_____
Recorder	_____	_____	_____

.01c.	Sanitary Sewers:			
	Plans	_____	_____	_____
	DER Application	_____	_____	_____
	Fee	_____	_____	_____

.01d.	Utility Company Certificates:			
	Water	_____	_____	_____
	Gas	_____	_____	_____
	Electric	_____	_____	_____
	Telephone	_____	_____	_____
	CATV	_____	_____	_____
	Other	_____	_____	_____

Land Development Checklist

	<i>Yes</i>	<i>No</i>	<i>N/A</i>
.01e. Detailed Construction Plans:			
Complete	_____	_____	_____
Engineer Approval	_____	_____	_____
.02 Plat Specifications:			
Land Titles	_____	_____	_____
Boundary	_____	_____	_____
Distances to Streets and Monuments	_____	_____	_____
Existing Streets	_____	_____	_____
Street Line Dimensions	_____	_____	_____
Street Names	_____	_____	_____
Curve Data	_____	_____	_____
Lot Numbers & Dimensions	_____	_____	_____
Easements	_____	_____	_____
Dedicated Property	_____	_____	_____
Monuments	_____	_____	_____
Subdivision Name	_____	_____	_____
Owners	_____	_____	_____
North point, graphic scale & date	_____	_____	_____
Building Lines	_____	_____	_____
Applications for other approvals:			
County	_____	_____	_____
State	_____	_____	_____
Federal	_____	_____	_____
Engineer's Certificates:			
Compliance with Chapter 1230 & 1232	_____	_____	_____
House Numbers	_____	_____	_____
Developer's Agreement (Chapter 1232.16):			
Engineer's Cost Estimate	_____	_____	_____
Inspection Fees	_____	_____	_____
Executed Agreement	_____	_____	_____
Bond/Escrow Accounts	_____	_____	_____
Filing Fees	_____	_____	_____
Permits:			
NPDES permits	_____	_____	_____
Highway Occupancy Permit (HOP)	_____	_____	_____
Planning Modules for Land Development	_____	_____	_____
DEP permits	_____	_____	_____
<i>Planning Commission Approval Block</i>	_____		
<i>(example on last page of checklist)</i>			

Land Development Checklist

FOR OFFICE USE ONLY

(to be completed before submission to the Planning Commission):

Submission #: SP - _____ - _____ *Date Application will expire:* _____

	YES	NO	N/A
1. Ownership and Property information agrees with Borough & County Records	_____	_____	_____
2. Meets all Borough Zoning Ordinances	_____	_____	_____
3. Meets all Borough Subdivision Ordinances	_____	_____	_____

If "No", state why: _____

4. Existing known utilities have all been identified and easements provided for. _____

5. Generally agrees with GIS information and other office records _____

6. Fees Paid:	Date Paid:
_____	_____
_____	_____
_____	_____

EXAMPLE:

Planning Commission Approval Block:

APPROVED BY THE BOROUGH OF GREEN TREE PLANNING COMMISSION,
THIS _____ DAY OF _____ 2009.

CHAIRPERSON

SECRETARY