



# MUNICIPALITY of MURRYSVILLE

4100 Sardis Road • Murrysville, PA 15668  
Phone: (724) 327-2100 • Fax: (724) 327-2881

## Minor Subdivision Application

### MINOR SUBDIVISION APPROVAL PROCESS

- Administrative Approval, §201-10
- Abbreviated Approval, §201-11
- Standard Approval Process, §201-12

#### A. PLAN INFORMATION

##### APPLICANT/OWNER

##### REPRESENTATIVE

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

FAX \_\_\_\_\_

FAX \_\_\_\_\_

17. Title of Subdivision/Land Development

\_\_\_\_\_

18. Location (address or general vicinity)

\_\_\_\_\_

19. Description and Purpose of Application

\_\_\_\_\_

20. Number of Parcels \_\_\_\_\_ Acreage \_\_\_\_\_ Zoning District \_\_\_\_\_ Smallest Lot \_\_\_\_\_

21. Tax Map Number(s) \_\_\_\_\_

22. Related concurrent applications, if any: \_\_\_\_\_

23. Preliminary or most recent final plan approval (list plan and date approved)

\_\_\_\_\_

24. Number and type of dwelling units projected \_\_\_\_\_
25. Soil types \_\_\_\_\_
26. Steep slopes 25% or greater? Yes \_\_\_\_\_ No \_\_\_\_\_
27. Steep slopes of 40% or greater? Yes \_\_\_\_\_ No \_\_\_\_\_
28. Number of plans attached \_\_\_\_\_ (12 copies are required for standard and abbreviated approvals. 5 are required for administrative approvals.)

APPLICANT'S SIGNATURE \_\_\_\_\_

REPRESENTATIVE'S SIGNATURE \_\_\_\_\_

REPRESENTATIVE'S TITLE \_\_\_\_\_

DATE \_\_\_\_\_

*If applicant is not the property owner, an Agent's Authorization Form must be attached*

STAFF USE ONLY	
File Number _____	Received by _____
Date Received _____	Complete Application Date _____
Payment Type _____	Fee Amount _____
Date Accepted: _____	
Accepted by: _____	



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## Municipality of Murrysville Agent Authorization Form

Name of Property Owner(s) \_\_\_\_\_

Application Title \_\_\_\_\_

Tax Map Number(s) \_\_\_\_\_

The above named property owner hereby appoints \_\_\_\_\_

\_\_\_\_\_ as its agent, and authorizes said agent to apply for and process the above mentioned development plan on his/her behalf. Agent is further authorized to sign all necessary documentation for such purposes, including acceptance of conditions imposed by Council upon approval of the plan. This authorization shall remain in force and effect until written notice of revocation is delivered to the Municipality of Murrysville's Director of Community Development.

SIGNED AND SEALED, intending to be legally bound on this date of \_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Owner(s) Signature

**Minor Subdivision Land Development  
ENVIRONMENTAL IMPACT STATEMENT  
APPLICATION FOR UP TO AND INCLUDING (5) UNITS (SHORT FORM)**

**NOTICE TO APPLICANT:** This is a preliminary document designed to assist Council in determining whether the action that you propose may, or is likely to, have effect on the environment. Please complete the entire form. Completion of this form does not relieve you of responsibility for providing any additional information that Council may require in order to consider property environmental impacts associated with your project, including submission of more detailed information contained in an Environmental Impact Statement as set forth in Section 1605 of the Home Rule Charter, or Zoning or Subdivision Ordinances of the Municipality.

Name/Address of Applicant

Name/Address of Builder

NAME\_\_\_\_\_

NAME\_\_\_\_\_

STREET\_\_\_\_\_

STREET\_\_\_\_\_

CITY\_\_\_\_\_

CITY\_\_\_\_\_

STATE\_\_\_\_\_ ZIP\_\_\_\_\_

STATE\_\_\_\_\_ ZIP\_\_\_\_\_

PHONE\_\_\_\_\_

BUSINESS PHONE\_\_\_\_\_

EXACT LOCATION OF PROJECT:

TAX MAP NUMBER OF PROPERTY:\_\_\_\_\_

PRESENT ZONING CLASSIFICATION\_\_\_\_\_ LOT SIZE\_\_\_\_\_

ZONING REQUESTED, IF ANY \_\_\_\_\_

A. SITE DESCRIPTION

1. Project Size \_\_\_\_\_ Number of Lots \_\_\_\_\_ Smallest Lot Size \_\_\_\_\_

2. General Character of the Land (use approximate percentages)

	After Present Completion		After Present Completion	
Meadow or Brushland	____%	____%	Unvegetated, e.g., rock, earth	____% ____%
Forested	____%	____%	Impervious Surfaces e.g., roads, paved surfaces, buildings	____% ____%
Agricultural	____%	____%	Other type	____% ____%
Wetland	____%	____%		
Flood Plain	____%	____%		
Water Surface	____%	____%	Totals	____% ____%

3. What is the dominant land use and zoning within a 1/4 mile radius of the project (e.g., single family, multi-family, commercial)?

4. Is the project located within 1/4 mile of, or contain:

a. A building or site listed on the National Register of Historical Places,

Yes \_\_\_\_\_ No \_\_\_\_\_

b. A building or site of community interest. Yes \_\_\_\_\_ No \_\_\_\_\_

5. Do hunting or fishing opportunities presently exist in the adjacent area?

Yes \_\_\_\_\_ No \_\_\_\_\_

6. List soils as designated by the Soil Survey of Westmoreland County. (Information available at the Municipal Building.)

7. List present soil erosion problems, if any:

8. Is area strip-mined? Yes \_\_\_\_\_ No \_\_\_\_\_ Restored \_\_\_\_\_

If restored, when? \_\_\_\_\_

**B. PROJECT DESCRIPTION**

1. What, if any, attempt will be made to minimize removal of vegetation and/or mature trees?
2. Are there any plans to replace vegetation removed during construction? Explain:
3. List type of Construction  
Conventional \_\_\_\_\_  
Modular (prefab) \_\_\_\_\_  
Mobile \_\_\_\_\_  
Other (multi-family, etc.) \_\_\_\_\_
4. What is the purpose of the project? Sale \_\_\_\_\_ Rental \_\_\_\_\_ Personal \_\_\_\_\_
5. List any energy saving devices to be incorporated into the project. (e.g., solar)  
(Note: Municipal Ordinance 11-78 requires the use of water-saving devices.)

**C. UTILITIES**

1. Water source: Municipal \_\_\_\_\_ Well \_\_\_\_\_ Other \_\_\_\_\_
2. Sanitary system: Municipal \_\_\_\_\_ Septic \_\_\_\_\_  
Additional information: Tap-in to existing sewer lines Yes \_\_\_\_\_ No \_\_\_\_\_  
Extension of Municipal system \_\_\_\_\_ D.E.R. Number \_\_\_\_\_  
Conventional septic system Yes \_\_\_\_\_ No \_\_\_\_\_  
Alternate septic system \_\_\_\_\_ Type \_\_\_\_\_
3. Gas (company name) \_\_\_\_\_ Electric \_\_\_\_\_ Phone \_\_\_\_\_
4. Will utilities be underground? Yes \_\_\_\_\_ No \_\_\_\_\_

D. STORM WATER DRAINAGE IMPACT

List method of collecting and transporting runoff, including type of pipe, settling basins, etc. CAUTION! Storm drainage, into the Municipal sewer system is prohibited.

E. EROSION AND SEDIMENTATION IMPACT

1. What is the steepest slope (%) in the project area? \_\_\_\_\_
2. What is the steepest slope in the project area that is to be graded or have construction take place? \_\_\_\_\_
3. List type of soils on entire property \_\_\_\_\_  
\_\_\_\_\_
4. Is any grading proposed? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes:

- a. Maximum fill depth \_\_\_\_\_ Quantity \_\_\_\_\_
- b. Maximum depth of cut \_\_\_\_\_ Quantity \_\_\_\_\_
- c. If cuts and fills not in balance, identify source/disposal area:
- d. If not benching, identify finished slope ratio:
- e. Has an erosion/sedimentation plan been prepared and reviewed? If yes, please attach; if no, why not?

F. SCHOOL IMPACT

1. How many school age children do you anticipate will be in the project?

\_\_\_\_\_

2. How many will attend Elementary? \_\_\_\_\_ Junior High School? \_\_\_\_\_  
Intermediate? \_\_\_\_\_ Senior High School? \_\_\_\_\_

G. SOCIO/ECONOMIC EFFECTS

1. Closest main road? \_\_\_\_\_

2. Closest fire station? \_\_\_\_\_

3. Closest fire hydrant? \_\_\_\_\_

H. INFORMATIONAL DETAILS

Attach any additional information as may be needed to clarify your project. If there are, or may be, any adverse impacts associated with the proposal, please discuss such impacts and the measures which can be taken to mitigate or avoid them.

PREPARER'S SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

REPRESENTING \_\_\_\_\_

DATE \_\_\_\_\_

**MINOR SUBDIVISION APPLICATION CHECKLIST**

Plan Name:

Required Elements	Yes	No	Not Applicable	Notes
Required Copies				
Digital Copy				
Proper Scale (100 feet or greater)				
Mylar, (24 by 36)				
Plat Requirements:				
Covenants.				
Title Block				
The location, by Municipality, county and state.				
The names and addresses of the owner or owners.				
Engineer/Surveyor Name and Seal				
The North point, date and graphic scale.				
Certification and signature blocks for approving agencies.				
The proposed use of the land.				
Lot lines, dimensions and land area of the proposed lot and also the area remaining in the original parcel.				
Existing and proposed streets, alleys and/or easements on or adjacent to the tract.				
Available utilities				
The names of abutting property owners.				
Hydrology and Statement of Impact				

**Plan Name:**

<b>Required Elements</b>	<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Notes</b>
<b>Preliminary meeting with the Parks and Recreation Commission</b>				
<b>Other data requested by Planning Commission.</b>				
<b>Floodplains and Related Requirements</b>				
<b>Fee</b>				
<b>Escrow</b>				

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