



290 South Duffy Road
Butler, PA 16001

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www.butlertwp.org

Land Development Application & Checklist

BUTLER TOWNSHIP

LAND DEVELOPMENT APPLICATION

NAME OF APPLICANT _____ **DATE** _____

ADDRESS _____ **PHONE** _____

NAME OF LANDOWNER _____
(IF LANDOWNER IS NOT APPLICANT, WRITTEN AUTHORIZATION TO ACT ON LANDOWNER'S BEHALF
MUST BE PRESENTED WITH THE APPLICATION.)

ADDRESS _____ **PHONE** _____

MAP & PARCEL # _____ **ZONED DISTRICT** _____

ADDRESS OF PROPOSED DEVELOPMENT _____

GIVE A BRIEF DESCRIPTION OF WORK TO BE DONE _____

I RECEIVED A "LAND DEVELOPMENT APPLICATION & CHECKLIST". _____
INITIAL

(I) (WE) HEREBY CERTIFY THAT (I) (WE) HAVE READ THE APPLICATION WITHIN AND THAT THE FACTS SET FORTH ARE TRUE AND CORRECT AND THAT (I) (WE) SHALL PAY ALL COSTS INCURRED BY BUTLER TOWNSHIP IN THE REVIEW OF THE APPLICATION PLAN.

SIGNATURE _____

DATE _____

Applicant's Checklist Land Development

1. The following must be submitted to the Zoning Office 30 days prior to the Planning Commission Meeting.
 - a. Completed Application,
 - b. Completed and notarized Application Agreement,
 - c. Ten sets of the plan (24" x 36"). **All plans must be folded,**
 - d. One copy of the general site plan reduced to 11" x 17",
 - e. Fee in accordance with the current Fees Resolution, and
 - f. Written approval for the following, if applicable:
 1. Water – Pennsylvania American Water Company – availability and permission to extend
 2. Sewer – Approval of D.E.P. and Butler Area Sewer Authority
 3. Occupancy Permit – Required from PennDOT if on a State Road for Highway Occupancy Permit and water discharge
 4. Butler County Conservation District if over five acres (NPDES).
2. All plans must be complete and in compliance with Butler Township's Codified Ordinance, **Chapter 252 SUBDIVISION AND LAND DEVELOPMENT and Chapter 300 ZONING.**
3. All plans, applications and documents are to be emailed to jhines@butlertwp.org on the same day plan is submitted.
4. Applicant shall supply a colored rendering of the site plan for presentation when applicable.
5. Applicant or applicant's representative must attend the following meetings:
 - a. Butler Township Planning Commission (normally 1st Tuesday of each month at 6:00 p.m.
 - b. Butler Township Board of Commissioners after the Township Planning Commission has made recommendation (normally 3rd Monday of each month at 6:30 p.m.)
6. If the applicant is not the owner, then the owner must provide an affidavit stating that they concur with the development plan
7. BUTLER TOWNSHIP WILL NOT REFUND ANY FEES.

LAND DEVELOPMENT CHECKLIST

The following checklist is a guideline but is in no way representative of all the Butler Township Regulations.

Pre-Application
 Preliminary Application
 Final Plan Review

YES NO N/A

Is this use permitted under Butler Township's Codified Ordinance, Chapter 300?

I. SITE PLAN

A. Ten (10) folded copies of all drawings and documents have been submitted 24" x 36".

B. One (1) original mylar.

C. Plans have been submitted thirty (30) days before the Planning Commission meeting.

D. Application has been submitted with proper fee.

E. Are bearings and distances shown?

F. Is the square footage of property shown?

G. Are variances obtained regarding zoning noted on the plans with the appropriate approval date?

H. Location of Streets

 1. Is the location and name of streets abutting property shown?

 2. Are curbs and edge of paving shown?

 3. Are existing curb cuts and access points shown?

 4. Are proposed curb cuts and access points shown?

I. Location of Utilities in or adjacent to property.

 1. Is the location of sanitary sewers & manholes shown?

 2. Is the location of storm sewers shown?

 3. Is the direction of sewer flow shown?

 4. Are water lines shown with sizes?

 5. Are hydrants shown?

 6. Are gas lines shown?

J. Topography

1. Are existing contours at two (2) foot intervals?
2. Are proposed contours at two (2) foot intervals?
3. If fall of less than five (5) feet from high point to low point, then spot elevations at corners.

K. Structures, Proposed and Existing.

1. Is the location shown?
2. Is the height and area shown?
3. Is the use shown?
4. Are the distances between existing and proposed structures shown?
5. Are the distances to properties shown?

L. Is the development on a flood plain? (If yes, the developer must meet the requirements of Chapter 183.

II. DESIGN CRITERIA

A. Coverage – Butler Township’s Codified Ordinance, Chapter 300-21.

1. C-1 one (1) sq. ft. gross floor area per one (1) sq. ft. of lot.
2. C-2 one (1) sq. ft. gross floor area per three (3) sq. ft. lot.
3. M 40%

B. Setbacks

1. Street or right-of-way 35 feet
2. Rear property line 20 feet
3. Side property line 10 feet
4. Does the property abut a residential area?
If yes, then side property line next to residential zone 25 feet
5. Do commercial structures share same property?
If yes, they must be separated by 20’ (see BOCA Code).
May be connected by canopy.

C. Parking – off street Chapter 300-24

1. General Requirements
 - a. Each space – 180 sq. ft. exclusive of aisles & driveways for required parking spaces
 - b. Gross area – 300 sq. ft.
 - c. Additional spaces required, if expansion or enlargement
 - d. Fire lanes approved by the Fire Marshall
 - e. Is parking surface detailed and designed as dust free?

- f. Is a schedule of required and proposed parking indicated on the plans?
- 2. Is parking adequate according to the schedule in Chapter 300-24?

D. Access

- 1. Two points, if less than 300' frontage
- 2. Three points, if more than 300' frontage
- 3. Occupancy permit required for State roads
- 4. Are sizes adequate?
 - a. Width less than 35 – greater than 30
 - b. If curbed, 20' radius
- 5. Sign distance – per AASHTO standards

E. Truck Servicing – if applicable

- 1. Receiving/shipping areas provided
- 2. Can vehicles enter and leave service area in forward direction?
- 3. Is area to side or rear of building?

F. Pedestrian Walkway

- 1. Is walkway at edge of parking area adjacent to building connecting building entrances?
- 2. Is walkway 6" above the parking area?
- 3. Is handicap ramp provided?
- 4. If parking spaces are greater than 140' from the building, are four foot wide walkways connecting the spaces with the building entrance?

G. Stormwater

- 1. Is stormwater controlled on property upon which it falls?
- 2. Are stormwater calculations done and justified by a registered engineer?
- 3. If easements for drainage or passage of stormwater are required, have they been secured in writing?
- 4. Is the erosion and sedimentation plan complete?
- 5. Are appropriate and required inlets shown?
- 6. Is the appropriate and required storm drain piping along with calculations supporting sizes shown?
- 7. If retention ponds are used, are they adequately shown?
- 8. Are methods of retarding run-off shown?
- 9. Are entrances into public storm drains shown?
- 10. Is Stormwater Management report provided to substantiate design shown on plans including routing calculations?

H. Lighting

1. Is lighting shown on site plan?
2. Is lighting one foot candle when measured three feet above the pavement throughout the paved areas?
3. Is lighting properly aimed or shielded so as not to create glare on adjacent streets or properties? Chapter 300-27.H.
4. Are light standards protected from accidental damage by vehicles?
5. Is photometric contour plan provided depicting light intensity?

I. Landscaping

1. Is landscaping and screening plan shown on site plan?
 - a. Does it show material types?
 - b. Does it show approximate arrangements?
 - c. Does it show approximate arrangement, if A-1 adjoining?
2. Are areas not covered by paved areas or building landscaped?
 - a. Is a minimum of 5% of the area between the abutting street and principle building set aside for landscaping?
 - b. If the property abuts two streets is 8% of the property between the streets and property set aside for landscaping?
3. Is landscaping designed so as not to obstruct sight distances at access points?
4. Buffer areas as required by Chapter 300-28

J. Garbage and Trash Containers

1. Is garbage container storage area shown in rear or side yard?
2. Is means of screening shown with detail of screening provided?
3. If food is to be served in paper containers, are covered waste receptacles for patron use approximately shown?

K. Appearance of Building

1. Is architectural sketch of front of main building shown?
 - a. Are architectural feature shown?
 - b. Are building materials shown?
 - c. Is arrangement of doors & windows shown?
2. If unpainted concrete block walls exist, are they obscured from public view and residential districts?
3. If several commercial or industrial buildings occupy the same property or several commercial or industrial enterprises occupy the same building, is there an architectural continuity in the design of the facades of the building or buildings facing the street or streets to which the property has access?

L. Is provision made to adequately store, display, or sell goods so as to prevent unlawful use of a trailer or any vehicle towed to the site for these purposes?

M. Sign Ordinance, Chapter 300-26

1. Are proposed signs shown on site plan?
 - a. Is sketch of each face shown?
 - b. Is area of each face shown?
 - c. Is distance to property boundary line or right-of-way shown?
 - d. Is height to top of sign shown?
 - e. Is method of lighting shown?
2. Are signs in accordance with their appropriate subsections of Chapter 300-28?
 - a. Projecting signs
 - b. Wall, flush, or non-projecting signs
 - c. Free-standing signs

III. ABUTTING RESIDENTIAL DISTRICTS

- A. If the site is "C" classified is there a view-obscuring fence or dense coniferous hedge with a minimum height of six feet along the common boundary?
- B. If the site is "M" classified, is there a greenbelt of coniferous shrubs, trees and native vegetation not less than eight feet high and ten feet wide?
- C. Are lighted signs and other illuminated areas obscured from residential view? Chapter 300-27.H.

Land Development Application Agreement

THIS AGREEMENT, made and concluded this ____ day of _____, _____

by and between.

The Township of Butler, a first class township with offices at 290 South Duffy Road,
Butler, PA, hereinafter referred to as a "Township."

A

N

D

hereinafter referred to as "Developer"

WITNESSETH,

WHEREAS, Developer has submitted a proposed subdivision plan/land development
plan (hereinafter referred to as "Plan"), for land described in the Rider attached hereto, to Butler
Township for final approval; and

WHEREAS, the Plan as submitted contains certain municipal improvements required by
Township or the Municipalities Planning Code for approval of the plan, and

WHEREAS, Developer desires to obtain final approval of the plan prior to completion of the improvements; and

WHEREAS, Township will incur certain costs and expenses in conjunction with the approval of said plan; and,

NOW THEREFORE, in consideration of the promises contained herein and intending to be legally bound it is hereby agreed as follows:

1. Developer shall pay all costs reasonably incurred by Township for engineering and legal fees for the review of the plan as submitted, All fees shall be paid within ten (10) days of the date Township mails the statement for costs.

2. Developer waives, discharges and remises the Township from any claim, demands, suits, actions or causes of action arising from or related in any manner to Township's review and approval of the Plan as submitted by Developer. Provided, however, that the foregoing release relates only to Township's review and approval of the Plan and shall not be construed as a future release of the Township from claims by Developer, such as, for example, Township's arbitrary refusal to approve a municipal improvement and/or amenity which has been completed in accordance with all applicable laws, rules and regulations.

3. This Agreement shall be binding upon the parties hereto their heirs, successors, administrators or assigns and shall be deemed a covenant running with the land.

IN WITNESS WHEREOF we have hereunto set our hands and official seals this _____

day of _____, _____.

Attest

Butler Township Secretary

Butler Township

Developer

Witnesses

Commonwealth of Pennsylvania

County of _____

On this, the ____ day of _____, _____, before me the undersigned officer, personally appeared _____

_____ known to me (or satisfactorily proven) to be the person whose name(s) are subscribed to the within instrument, and acknowledged that _____ executed the same for the purposes therein contained.

IN WITNESS THEREOF, I hereunto set my hand and official seal.

Notary Public

Commonwealth of Pennsylvania

County of _____

On this, the ____ day of _____, _____, before me the undersigned officer, personally appeared _____

_____ known to me (or satisfactorily proven) to be the person whose name(s) are subscribed to the within instrument, and acknowledged that _____ executed the same for the purposes therein contained.

IN WITNESS THEREOF, I hereunto set my hand and official seal.
