

TOWNSHIP OF MOON

ZONING & SUBDIVISION/LAND DEVELOPMENT APPLICATION

Project Name:		File No.	
Project Location:		Tax Parcel #	
Project Description:			

Application Type – Check Appropriate Box(s)

<input type="checkbox"/> Sketch Plan	<input type="checkbox"/> Major Land Development	<input type="checkbox"/> Rezoning – Map
<input type="checkbox"/> Simple Subdivision	<input type="checkbox"/> PRD or PNRD	<input type="checkbox"/> Rezoning – Text
<input type="checkbox"/> Minor Land Development		<input type="checkbox"/> Conditional Use

Approval Type – Check Appropriate Box

<input type="checkbox"/> Preliminary Approval	
<input type="checkbox"/> Final Approval	
<input type="checkbox"/> Combined Preliminary and Final	
<input type="checkbox"/> Zoning or Conditional Use	

Project Information

Zoning District(s):		Property Acreage:		No. of Lots/Units:	
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Applicant/Developer:		Phone No.	
Address:		Fax No.	
Billing Address:			
E-Mail:			
Engineering Firm:		Phone No.	
Address:		Fax No.	
Contact Person:		E-Mail:	
Traffic Consultant:		Phone No.	
Address:		Fax No.	
Contact Person:		E-Mail:	
Architect Firm/Name:		Phone No.	
Address:		Fax No.	
Contact Person:		E-Mail:	

The Following items are reviewed as part of the Moon Township Application Process. Applications submitted **WITHOUT** these elements will **NOT** be reviewed by the Township. Refer to Chapter 22 Subdivision and Land Developments requirements. If N/A, include a description of why the item is not required for this application.

REQUIRED SUBMISSION ITEMS	Yes/NA	N/A Description
1.) Completed Application Form		
2.) Copies of Subdivision Plat, Maps, Land Development, and Landscape Plans		
<ul style="list-style-type: none"> • Three (3) Sets Full Size Plans (24" x 36") 		
3.) Reports:		
<ul style="list-style-type: none"> • Site Analysis 		
<ul style="list-style-type: none"> • Slope Stability 		
<ul style="list-style-type: none"> • Site Conditions 		
<ul style="list-style-type: none"> • Phase One Environment Site Assessment 		
<ul style="list-style-type: none"> • Environmental Performance analysis 		
<ul style="list-style-type: none"> • Stormwater Management Statement, Plan, and Calculations (3 copies only) 		
<ul style="list-style-type: none"> • Traffic Impact Study (100 trips or more average peak hour trips) (3 copies only) 		
<ul style="list-style-type: none"> • Infrastructure Demand Statement 		
<ul style="list-style-type: none"> • Copy of Approved Erosion & Sediment Control Plan Filed with Allegheny County Conservation District 		
<ul style="list-style-type: none"> • Covenants and Restrictions 		
4.) Application Fee (As per Fee Schedule) Amount		
5.) Escrow Amount (As per Fee Schedule)		
6.) Agent Authorization Form (1 Copy)		
7.) Allegheny County Conservation District Transmittal Letter (1 Copy)		
8.) DEP Planning Module or Exemption		
9.) Electronic Files of ALL Application Items		

I have familiarized myself with and hereby agree to comply with the subdivision and zoning ordinances of the Township as well as to all Township rules, regulations, and resolutions. I agree to pay the applicable fee.

Signature of Applicant: _____	Date: _____
If applicant is not the property owner, Agent Authorization Form must be attached	

AGENT AUTHORIZATION FORM

Name of Property Owner(s) _____

Address _____

Phone _____

Description of Property or Project _____

Property Tax Map Number _____

The above named property owner hereby appoints _____

_____ as its agent, and authorizes said agent to apply for and process the above mentioned subdivision / land development plan / variance on his/her behalf. Agent is further authorized to sign all necessary documentation for such purposes, including acceptance of conditions imposed by the Board of Supervisors upon approval of the plan/ variance. This authorization shall remain in force and effect until written notice of revocation is delivered to the Moon Township Manager.

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

Owner(s) Signature (SEAL)

Moon Township Application Checklist & Tracking Document

A./ General Information

Plan Name/ Plan No.	Applicant's Name & Phone Number

Submitted Information

Application	Appl. Fee (Amt. & Ck. #)	Escrow Fee (Amt. & Ck. #)	Prints (14 each)
Reports Received	Stormwater /S & E	PADEP Modules	Other

Date Forwarded

Planning Commission	County Planning (24x36)	MTMA (24x36)	Township Manager
Solicitor	Twp Engineer (24x36)	A.C.C.D.	EAC (24x36)
Fire Marshal (24x36)	MTA	Twp. Traffic Consultant	Twp. Geo. Consultant

B./ Review & Approval Process

Planning Commission	Date Held	Decision Rendered	Letter Date	Signed & Rec'vd
Advisory/Sketch Plan				
Public Hearing				
Regular Meeting				
Board of Supervisors				
Public Hearing				
Workshop				
Voting Meeting				

C./ Post Approval (List Amount, Date, Check No., etc.)

Fee-in-Lieu Of Escrow		Street Sign Escrow	
Performance Bond		Date Approved	Date Received
Developer's Agreement		Notification Date	Completed Date
Final Plan Received, Signed & Returned			
Recorded & Final Plans		Recorded Date	Mylar Copy
As Built Plans, Disks, etc.		Date Received by Township	
Plan File Completed		Initials & Date of Review	

1. SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

[Chapter 22]. The following fees are established pursuant to the Subdivision and Land Development Ordinance (SALDO) (Chapter 22 of the Moon Township Code of Ordinances, Subdivision and Land Development, as amended).

A. Simple Subdivision Plans

- 1) Application Fee..... \$300
- 2) Deposit (subject to the requirements of §8 hereof)..... \$1,200

B. Minor Land Development Plans

- 1) Application Fee.....\$500 plus
..... \$25 per lot for any subdivision, and
..... \$25 per acre of disturbed area for any land development
- 2) Deposit (subject to the requirements of §8 hereof).....\$2,000 plus
..... \$25 per lot for any subdivision, and
..... \$25 per acre of disturbed area for any land development

C. Major Land Development Plans

- 1) Preliminary Plan
 - a) Application Fee.....\$500 plus
..... \$25 per lot for any subdivision, and
..... \$25 per acre of disturbed area for any land development
 - b) Deposit (subject to the requirements of §8 hereof).....\$6,000 plus
..... \$75 per lot for any subdivision, and
..... \$75 per acre of disturbed area for any land development
- 2) Final Plan
 - a) Application Fee.....\$500 plus
..... \$25 per lot for any subdivision, and
..... \$25 per acre of disturbed area for any land development
 - b) Deposit (subject to the requirements of §8 hereof).....\$6,000 plus
..... \$75 per lot for any subdivision, and
..... \$75 per acre of disturbed area for any land development
- 3) Combined Preliminary and Final Plan
 - a) Application Fee.....\$500 plus
..... \$25 per lot for any subdivision, and
..... \$25 per acre of disturbed area for any land development
 - b) Deposit (subject to the requirements of §8 hereof).....\$6,000 plus
..... \$75 per lot for any subdivision, and
..... \$75 per acre of disturbed area for any land development

D. Improvement Construction Plans

- 1) Application Fee.....\$500 plus
..... \$75 per lot for any subdivision, and
..... \$75 per acre of disturbed area for any land development

- 2) Deposit (subject to the requirements of §8 hereof).....\$6,000 plus
..... \$75 per lot for any subdivision, and
..... \$75 per acre of disturbed area for any land development
- 3) **Inspection Deposit**
For any development that requires an inspection by a Township consultant, the following
deposit shall be paid upon final plan approval\$4,000 plus
..... \$75 per acre

E. Modification/Waiver Request

- 1) Application Fee..... \$150
- 2) Deposit..... \$500
- 3) Fee in Lieu of Sidewalk Construction
..... cost of construction with a minimum \$35 per linear foot

F. Traffic Study

- 1) Applicant shall be responsible for paying the costs of any traffic study required by applicable Township ordinances. An initial deposit of \$1,000 shall be required for any necessary traffic study, with the deposit administered in accordance with the requirements of §8 hereof.

G. Consultant Fees

- 1) Applicant shall comply with the requirements of §7 hereof.

H. Deposit

- 1) Applicant shall comply with the requirements of §8 hereof.

2. SURCHARGES

The applicant shall be responsible for paying any and all surcharges imposed by the Federal, State, County, Township and/or local laws, statutes, ordinances, resolutions, and regulations. Any such surcharge shall be in addition to any fees assessed in this Fee Schedule.

3. ZONING ORDINANCE

[Chapter 27]. The following fees are established pursuant to the Zoning Ordinance (Chapter 27 of the Moon Township Code of Ordinances, Zoning, as amended).

A. Conditional Use Applications

- 1) Application Fee..... \$150
- 2) Deposit (subject to the requirements of §8 hereof).....\$2,500 plus
..... \$25 per acre

B. Permits

- 1) Sign Permit
 - a) Freestanding Ground or Pole Sign.....\$3 per SF of Sign Face
 - b) Wall Sign\$2 per SF of Sign Face
 - c) Temporary Sign \$30
 - d) Replacement of Sign Face \$50
 - e) Minimum Fee..... \$50
- 2) Temporary Structure Permit \$.22/SF [\$500 min.]
- 3) Zoning and Occupancy Permit \$50

C. Planned Nonresidential Developments (PNRD)

- 1) Master Plan Application
 - a) Same fee and deposit as a Conditional Use Application under this Section.
- 2) Final Plan Application
 - a) Same fee and deposit as a Final Plan Application for a Major Land Development Plan under the SALDO.
- 3) Deviation Request
 - a) Same fee and deposit as a Modification/Waiver Application under the SALDO.

D. Planned Residential Developments (PRD)

- 1) Preliminary Plan
 - a) Application Fee.....\$500 plus
..... \$25 per acre
 - b) Deposit (subject to the requirements of §8 hereof)..... \$5,000
- 2) Final Plan
 - a) Application Fee.....\$500 plus
..... \$25 per acre
 - b) Deposit (subject to the requirements of §8 hereof)..... \$5,000
- 3) Deviation Request Prior to Final Plan Approval
 - a) Same fee and deposit as a Modification/Waiver Application under the SALDO.
- 4) Modification Request from Provisions of a Final Approved PRD Plan
 - a) Same fee and deposit as a Conditional Use Application under this Section.

E. Traffic Study

- 1) Applicant shall be responsible for paying the costs of any traffic study required by applicable Township ordinances. An initial deposit of \$1,000 shall be required for any necessary traffic study, with the deposit administered in accordance with the requirements of §8 hereof.

F. Zoning Certificate

- 1) Application Fee..... \$50

G. Consultant Fees

- 1) Applicant shall comply with the requirements of §7 hereof.

H. Deposit

- 1) Applicant shall comply with the requirements of §8 hereof.