

Act 247 County Referral

TO: Chester County Planning Commission

SUBJECT: Request for Review of a Subdivision, Land Development Proposal, or Ordinance Amendment pursuant to the Pennsylvania Municipalities Planning Code, Act 247. This Application must be completed by the Applicant, and submitted by the Municipality to the above address, along with one (1) complete set of plans and accompanying documents and the required fee for review (see reverse side)

TO BE COMPLETED BY THE MUNICIPALITY

FROM: (MUNICIPALITY) _____

DATE: _____

OFFICIAL'S NAME: _____

POSITION: _____

OFFICIAL'S SIGNATURE: _____

TO BE COMPLETED BY THE APPLICANT

Development Name (if applicable): _____ Location: _____

Owner's Name: _____ Phone #: _____

Owner's Address: _____

Applicant's Name: _____ Phone #: _____

Applicant's Address: _____

Architect/Engineer/Surveyor Name: _____ Phone #: _____

TYPE OF REVIEW REQUESTED

(Check all appropriate boxes)

- Unofficial Sketch Plan (NO FEE)
- Subdivision Plan
- Land Development Plan
- Planned Residential Development
- Zoning Amendment (NO FEE)
- Curative Amendment (NO FEE)
- Sub. Ord. Amendment (NO FEE)
- Comprehensive Plan (NO FEE)
- Other

REVIEW FEE

(Fee schedule on other side)

- Attached \$ _____
- Not Applicable

TYPE OF PLAN

- Unofficial Sketch
- Preliminary
- Final

TYPE OF SUBMISSION

- New Proposal
- Revision to a Prior Proposal
- Phase of a Prior Proposal
- Amendment/Revision to Recorded Plan is a New Proposal

Tax Parcel(s): # _____
 # _____
 # _____

Total area (Gross Acres): _____

PLAN INFORMATION:

Length of new roads: _____

Number of new parking spaces: _____

Ownership of roads:
 Public Private

Open Space:
 Public Private
 Acres: _____ Acres: _____

HOA responsible for common facilities/areas:
 Yes No

HOA documents provided:
 Yes No

Traffic Study included
 Yes No
 Not conducted

LAND USE

Number of lots/units

Agriculture	
Single Family	
Townhouses	
Twin Units	
Apartments	
Mobile Homes	
*Commercial	
*Industrial	
*Institutional	
Other	

ZONING DISTRICT OF PROPOSAL

Existing: _____

Proposed: _____

Variations/Special Exception Granted: _____

PROPOSED UTILITIES

(Check appropriate boxes)

Water Sewer
 Public
 On-Site
 Package

No new sewage disposal or water supply proposed

ADDITIONAL INFORMATION (This plan has been submitted to):

- County Health Department Date _____
- PennDOT Date _____
- DEP Date _____
- Other Date _____

* **Information to be filled in for Commercial/Industrial or Institutional Land Use ONLY**

* Total square footage of addition to existing building: _____

* Total structure(s) sq. footage: _____

The term "Lots" includes conveyance, tracts or parcels of land for the purpose, whether immediate or future, of lease, transfer of ownership or building or development, as well as residue parcels, annexations, or the correction of lot lines.

FEE SCHEDULE

The following fees shall apply to each land subdivision or land development submitted to the Chester County Planning Commission for review in accordance with Article V, Section 502, Pennsylvania Municipalities Planning Code, Act 247, as amended.

Fees shall be levied depending on whether the proposal is for a subdivision or a land development and whether it is for residential or non-residential use.

CATEGORY I RESIDENTIAL SUBDIVISION FOR LAND DEVELOPMENT:

These fees apply to residential projects for sale, condominium ownership, or rental; any type of buildings; either as a subdivision or single tract land development; or an agricultural subdivision (except for guidelines in Article I, Section 107, Subdivision, Pennsylvania Municipal Planning Code, Act 247, as amended).

<u>Number of Lots and Dwelling Units</u>	<u>Base Fees</u>	<u>Fees for each Lot and/or Unit</u>
1 Lot Land Development	\$25.00	None
1-5 Lots/Units	\$75.00	Plus \$10.00/Lot/Unit
6-15 Lots/Units	\$100.00	Plus \$10.00/Lot/Unit
Over 15 Lots/Units	\$100.00	Plus \$10.00/Lot/Unit

CATEGORY II NON-RESIDENTIAL SUBDIVISIONS:

These fees apply to applications for subdivision and conveyance of land for non-residential uses, not proposed for land development as defined in Section 107 of the Planning Code.

<u>Number of Lots and Dwelling Units</u>	<u>Base Fees</u>	<u>Fees for each Lot and/or Unit</u>
1-5 Lots/Units	\$150.00	Plus \$30.00/Lot/Unit
Over 5 Lots	\$200.00	Plus \$25.00/Lot/Unit
Financial Subdivisions	\$75.00	Plus \$25.00/Lot/Unit

CATEGORY III NON-RESIDENTIAL LAND DEVELOPMENT:

These fees apply to all projects or sections of mixed projects which are for non-residential use for sale, condominium, lease or rent in any type of building on a single tract of land.

<u>Number of Developed Acres</u>	<u>Base Fees</u>	<u>Fees for Gross Floor Area</u>
1 Building under 250 sq. ft.	\$25.00	None
Under 5 Acres	\$250.00	Plus \$30.00/1,000 sq. ft. of gross floor area
5-49.99 Acres	\$300.00	Plus \$30.00/1,000 sq. ft. of gross floor area
50-99.99 Acres	\$300.00	Plus \$20.00/1,000 sq. ft. of gross floor area
Over 100 Acres	\$300.00	Plus \$20.00/1,000 sq. ft. of gross floor area

CATEGORY IV SECOND REVIEWS:

These fees apply to each review conducted after the first review (within a three (3) year period of the initial review) and only if requested by the municipality.

- Flat fee of \$100.00 for Residential Subdivisions/Land Developments
- Flat fee of \$150.00 for Non-Residential Subdivisions/Land Developments

Checks or Money Orders should be payable to: COUNTY OF CHESTER (Cash will not be accepted)

All fees are to be submitted to the Chester County Planning Commission through the appropriate township or borough at the time of application; and in accordance with the Administrative Guidelines established by the Commission.

INFORMAL REVIEWS AND ADDITIONAL WORK: An informal review request to the Commission (such as meetings and discussions prior to the formal development application) shall be free of charge if said written request is from the municipality, or from an applicant with the knowledge and written consent of the municipality. In no case will informal review by the Chester County Planning Commission replace the need for a formal review which would include the submission of the required fee listed above pursuant to the Municipalities Planning Code.

TIME LIMITATIONS: The review time period will begin from the date of receipt by Chester County Planning Commission of the application requesting a review by the County Planning Commission. The County Planning Commission has thirty (30) days within which to review subdivision and land development applications and submit review comments. The review period may be extended if requested by the applicant or a time extension has been granted by the municipality with the concurrence of the applicant. When the time period has been stopped due to an incomplete application package, incorrect fee or other reasons, the time period will continue from the day in which the application package is complete.