

NOTE: This form **must** accompany submissions of Land Development Plans. Complete all appropriate blanks and check mark appropriate boxes. This Checklist is a tool provided to assist in preparation and review of Land Development Plans, but is not a replacement for the full requirements of the Hermitage Zoning Ordinance, Subdivision & Land Development Ordinance, Stormwater Management Ordinance, and all applicable State and/or Federal Requirements.

THIS AREA FOR MUNICIPAL OFFICE USE ONLY:

# CITY OF HERMITAGE

800 North Hermitage Road • Hermitage, PA 16148  
 Phone: 724-981-0800 • Fax: 724-981-2008

# RESIDENTIAL LAND DEVELOPMENT PLAN Completeness Checklist

REV: 9/19/05

|   |                             |                                   |                           |
|---|-----------------------------|-----------------------------------|---------------------------|
| <b>APPLICATION INFORMATION:</b>   |                             | <b>DATE OF APPLICATION:</b> _____ |                           |
| <b>TITLE OF PLAN:</b><br>_____  |                             | _____                             |                           |
| <b>PROPERTY OWNER(S):</b><br>Property Owner's name & address must be shown on the plan along with deed reference:<br><br><b>Complied:</b> <input type="checkbox"/>                        | Name: _____                 | Name: _____                       |                           |
|   | Address: _____              | Address: _____                    |                           |
|   | E-mail: _____               | E-mail: _____                     |                           |
|   | Phone #: _____ Fax #: _____ | Phone #: _____ Fax #: _____       |                           |
| <b>PROJECT ENGINEER* &amp; DEVELOPER:</b><br>Engineer & Developer (if different than owner) names & addresses must be shown on the plan:<br><br><b>Complied:</b> <input type="checkbox"/> | <b>PROJECT ENGINEER*:</b>   |                                   | <b>PROJECT DEVELOPER:</b> |
|   | Name: _____                 |                                   | Name: _____               |
|   | Address: _____              |                                   | Address: _____            |
|   | E-mail: _____               |                                   | E-mail: _____             |
| Phone #: _____ Fax #: _____   |                             | Phone #: _____ Fax #: _____       |                           |
| <b>PROJECT LOCATION:</b><br>_____   |                             | _____                             |                           |
| <b>PROJECT DESCRIPTION:</b><br>_____  |                             | _____                             |                           |

\*Architect or Landscape Architect as permitted by PA Professional Licensure Statutes.

| <b>TITLE / PLAN DRAFTING INFORMATION:</b> |  | <b>Complied</b>          | <b>Not Applicable</b>    |
|---|--|--------------------------|--------------------------|
| <b>SHEET SIZE:</b>                        | 24" x 36" is maximum - Multiple sheets (of the same size) can be used, and are recommended if plan becomes too cluttered by using just one sheet.<br><br>SHEET(S) ARE 24" X 36" <input type="checkbox"/><br>SHEET SIZE OTHER (specify size _____) <input type="checkbox"/> |                          |                          |
| <b>SCALE:</b>                             | Plans must be drawn to a scale of 1" = 10', 1" = 20', 1" = 30', 1" = 40', or 1" = 50', in addition a graphic scale must be included on each page.  | <input type="checkbox"/> |                          |
| <b>TITLE:</b>                             | The plan title should be short and precise and include the words "Land Development Plan". (i.e. "ABC Condominiums Land Development Plan") Title block shall be situated in the lower right-hand corner of each sheet.  | <input type="checkbox"/> |                          |
| <b>PAGE NUMBERING:</b>                    | If more than one sheet is utilized, the full title of the Land Development Plan should appear on each page, and pages shall be numbered: "Sheet 1 of 3, Sheet 2 of 3", etc.  | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>TITLE / PLAN DRAFTING INFORMATION (continued):</b>  |   | <b>Complied</b>          | <b>Not Applicable</b>    |
|--|---|--------------------------|--------------------------|
| <b>SCHEDULE OF DRAWINGS</b>  | If Land Development Plan is more than one sheet, a Schedule of Drawings shall appear on the cover sheet listing each page number and sheet title.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>NOTE:</b> Prints may be submitted for initial review purposes - 4 prints minimum. Two permanent "black line" type mylars (not process mylars) will be required for final approval &amp; signatures. In most cases, only the cover sheet with signatures and the sheet of the proposed site plan need to be mylar. A notation should appear near the Schedule of Drawings indicating that the other sheets are on file at the Hermitage Municipal Building. (See Exhibit "G") After final approval, a full set of mylars &amp; prints of the Land Development Plan shall be submitted to the City for filing.</p> |   |                          |                          |
| <b>ENGINEER'S* SEAL &amp; CERTIFICATION</b>  | All land development plans with infrastructure improvements designed by a licensed, professional engineer* must include a statement on the plan as shown in Exhibit "E". Statement must be signed and sealed.<br><i>*Architect or Landscape Architect as permitted by PA Professional Licensure Statutes.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>SURVEYOR'S SEAL &amp; CERTIFICATION</b>   | All land development plans must be surveyed by a licensed, professional surveyor and plans must include a statement on the plan as shown in Exhibit "E". Statement must be signed and sealed.   | <input type="checkbox"/> |                          |
| <b>SIGNATURE BLOCKS FOR APPROVAL</b>   | All signatures shall be in black ink. (See Exhibit "A")   | <input type="checkbox"/> |                          |
| <b>OWNER/DEVELOPER SIGNATURE &amp; NOTARIZATION INFORMATION</b>  | (See Exhibits "C" & "D")  | <input type="checkbox"/> |                          |
| <b>NULL &amp; VOID BOX &amp; TYPICAL SYMBOLS FOR IDENTIFICATION</b>  | (See Exhibit "B")   | <input type="checkbox"/> |                          |
| <b>VICINITY SKETCH</b>   | A vicinity sketch of readable scale shall appear on the cover sheet.  | <input type="checkbox"/> |                          |

| <b>TOPOGRAPHY &amp; GRADING:</b>   |   | <b>Complied</b>          | <b>Not Applicable</b>    |
|--|---|--------------------------|--------------------------|
| <b>TOPOGRAPHY:</b>   | Show existing site topography at 2 foot contour intervals.  | <input type="checkbox"/> |                          |
| <b>GRADING:</b>  | Show proposed site grading at 2 foot contour intervals.   | <input type="checkbox"/> |                          |
|  | Show details of any proposed retaining walls.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>SOIL EROSION &amp; SEDIMENTATION CONTROL</b>  | Is a Soil Erosion & Sedimentation Control Permit required for this project, accordance with DEP Chapter 102? <input type="checkbox"/> Yes <input type="checkbox"/> No   |                          |                          |
| <b>NOTE:</b><br>Section 102.42 of DEP Chapter 102 requires the local governing body to notify the Department (DEP) or its designee immediately upon receipt of an application for a building permit involving earthmoving activity which disturbs one (1) or more acres of land. | If a permit is required, the developer must furnish the City with evidence that the permit has been issued before final approval and recording of the Land Development Plan.<br>Status of permit at time of Land Development Plan application:<br><input type="checkbox"/> Issued - copy included with submission.<br><input type="checkbox"/> Issued - copy forthcoming.<br><input type="checkbox"/> Permit application submitted and pending.<br><input type="checkbox"/> Permit application not yet submitted. | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Has a Soil Erosion & Sedimentation Control Plan been prepared (even if a permit is not required) in accordance with DEP Chapter 102.<br><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A   |                          |                          |
|  | Does the proposed Land Development Plan involve an earthmoving activity disturbing one (1) acres or more of land? <input type="checkbox"/> Yes <input type="checkbox"/> No  |                          |                          |

| <b>STORMWATER MANAGEMENT:</b>  | <u>Complied</u>          | <u>Not Applicable</u>    |
|--|--------------------------|--------------------------|
| <p>All Land Development Plans must comply with the requirements of the City of Hermitage Stormwater Management Ordinance and related ordinances. Stormwater Management Plans must be submitted with the Land Development Plan and are reviewed and approved by the City staff and consulting engineers. <b>Land Development Plans without Stormwater Management Plans will be considered an incomplete submission.</b> The developer and their engineer are encouraged to schedule a preapplication meeting to discuss the general approach to stormwater management before submission of plans.</p> |                          |                          |
| Calculations for 2-, 10-, 25- and 100-year storms computed for pre- and post-development runoff included with submission.  | <input type="checkbox"/> | <input type="checkbox"/> |
| Show the exact location of any designated floodplain which exists on or in close proximity to the site. <i>(If a floodplain exists in any area to be developed or altered, then requirements of Part 8 of the Zoning Ordinance must be met.)</i>   | <input type="checkbox"/> | <input type="checkbox"/> |
| Show all bodies of water (natural or artificial), watercourses (permanent and intermittent), swales, wetlands and other natural drainage courses on the development site, or which will be affected by runoff from the development.  | <input type="checkbox"/> | <input type="checkbox"/> |
| Provide an overlay showing soil types and boundaries within the development site (consult County, SCS and U.S. Geological Survey for information).   | <input type="checkbox"/> | <input type="checkbox"/> |
| Show existing and final land cover classifications as necessary to support and illustrate the runoff calculations performed.   | <input type="checkbox"/> | <input type="checkbox"/> |
| Show and label all existing and proposed storm sewers and stormwater management facilities.  | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>PROPERTY BOUNDARY / SURVEY INFORMATION:</b> |  | <u>Complied</u>          | <u>Not Applicable</u>    |
|--|--|--------------------------|--------------------------|
| <u>BOUNDARY SURVEY:</u>                        | Metes and bounds of all property lines must be shown. Property line distances are to be measured to legal right-of-way of all streets.   | <input type="checkbox"/> |                          |
| <u>LEGAL RIGHT-OF-WAY:</u>                     | All street legal rights-of-way are to be shown, labeled, and dimensioned from centerline. In addition, accurate locations of all existing and recorded street right-of-ways intersecting the boundaries of the tract for a distance of not less than 20 feet beyond the boundaries of the tract are to be shown, labeled, and dimensioned.   | <input type="checkbox"/> |                          |
| <u>FUTURE RIGHT-OF-WAY:</u>                    | All street future rights-of-way (where established) are to be shown and dimensioned from centerline. <i>(See Exhibit "F")</i>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>BUILDING SETBACK LINES:</u>                 | All building setback lines for front yard and street side on corner lots are to be shown on plan and dimensioned to future right-of-way (or legal right-of-way where no future right-of-way is established).   | <input type="checkbox"/> |                          |
| <u>UTILITY EASEMENTS:</u>                      | All utility, drainage, sewer access or other easements existing or being established on the property are to be shown, labeled, and dimensioned. In addition, accurate locations of all existing and recorded easements intersecting the boundaries of the tract for a distance of not less than 20 feet beyond the boundaries of the tract are to be shown, labeled and dimensioned. | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>LOT AREA:</u>                               | Lot area in square feet is to be shown as calculated to legal rights-of-way and not to centerline.   | <input type="checkbox"/> |                          |

| <b>BUILDING LOCATION &amp; INFORMATION:</b>  |  | <u>Complied</u>          | <u>Not Applicable</u> |
|--|--|--------------------------|-----------------------|
| <b>BUILDINGS:</b><br>All existing & proposed buildings are to be shown and labeled on plan with the following information:<br><br>NOTE: See page 7 of this Checklist for the "Space Between Buildings" requirement & "Maximum Building Height" requirements for Multi-Family Dwellings | Designate all "existing" and/or "proposed" buildings   | <input type="checkbox"/> |                       |
|  | Provide all exterior dimensions  | <input type="checkbox"/> |                       |
|  | Indicate number of stories   | <input type="checkbox"/> |                       |
|  | Show building area of each building including canopies<br>(First floor only or "footprint" as measured to face of exterior walls and including canopies or other roofed areas, whether or not enclosed by walls) | <input type="checkbox"/> |                       |
|  | Show floor area of each building <u>not</u> including canopies<br>(The sum of the gross area of the several floors of a building, excluding basements, measured from the face of the exterior wall)              | <input type="checkbox"/> |                       |
|  | Show distances to all property lines (setbacks) from each building are to be shown and dimensioned on plan (Front yard - Side Yard(s) - Rear Yard).  | <input type="checkbox"/> |                       |
|  | Indicate building height indicated for each proposed building.   | <input type="checkbox"/> |                       |

| <b>ZONING INFORMATION &amp; REQUIREMENTS:</b>  |  | <u>Complied</u>          | <u>Not Applicable</u>    |
|--|--|--------------------------|--------------------------|
| <b>ZONING:</b>   | Show zoning classification(s) of subject property and any zoning district boundary lines within 100 feet of the property.  | <input type="checkbox"/> |                          |
|  | Indicate the proposed or existing use or uses for all buildings.   | <input type="checkbox"/> |                          |
| <b>SIGNS:</b>  | Show location of all existing and proposed free standing signs.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>REFUSE CONTAINERS:</b><br>(see note below)  | Location of refuse container(s) and enclosures shown on plan.  | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Detail of enclosure construction shown on plan.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>NOTE:</b> The following regulations shall apply to all uses in all districts except single-family dwellings, two-family dwellings, and multi-family dwellings where four (4) or less dwelling units represent the total development. Refuse containers shall not be permitted between any building and any public street with the preferred location being directly adjacent to the main structure. Trash Collection and similar facilities shall be completely enclosed by a solid wall at least six feet in height. Enclosures shall be constructed of the same material or be architecturally compatible with the principal structure and shall maintain 100% opacity on all three sides with a self-closing gate on the fourth side. Trash collection areas shall be located on rigid pavement surfaces and designed to prevent accumulation of stormwater runoff. (Per Zoning Ordinance Section 414) |  |                          |                          |
| <b>ZONING HEARING BOARD APPROVAL:</b>  | If proposed development received approval from the Hermitage Zoning Hearing Board for a variance or special exception, then a notation must be added to the plan that states that the proposed development is subject to the terms and conditions as set forth by Hermitage Zoning Hearing Board per Decision No. _____. | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>SURFACING:</b>   |  | <u>Complied</u>          | <u>Not Applicable</u> |
|---|--|--------------------------|-----------------------|
| <b>PAVED SURFACE:</b>   | For Residential Land Developments, unpaved parking and loading areas existing at the time of adoption of this ordinance may remain unpaved, but all new parking and loading areas and access drives shall have a paved surface. All parking areas shall be designed and approved in accordance with the Hermitage Stormwater Management Ordinance. | <input type="checkbox"/> |                       |
| <b>NOTE:</b> <u>PAVED SURFACE</u> - a parking, loading or other vehicular driving or storage surface area constructed of asphalt, concrete, brick, paving block or other similar hard surface material. Gravel and other loose aggregate shall not be considered a paved surface. |  |                          |                       |

| <b><u>PARKING &amp; ACCESS DRIVES:</u></b>     |   | <b><u>Complied</u></b>   | <b><u>Not Applicable</u></b> |
|--|---|--|------------------------------|
| <b><u>PARKING SPACES &amp; DRIVEWAYS:</u></b>  | Show and number individual parking spaces.<br>Show parking space dimensions (typical).<br>Include a table giving calculations of parking space requirements as per the Zoning Ordinance. (See Exhibit "H")  | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |                              |
|  | Clearly delineate which drives and parking areas are existing and which are proposed.<br>Dimension widths of all driveways, access drives, aisles, etc..<br>Show curb radii at all driveways.   | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |                              |
| <b><u>SCREENING:</u></b>                       | Off-street parking areas for more than five vehicles, and off-street loading areas, shall be effectively screened on any side which adjoins a residential district or use. In addition there shall be a planting strip of at least five feet between the front lot line and the parking lot. Such planting strip shall be suitably landscaped and maintained. | <input type="checkbox"/>   | <input type="checkbox"/>     |
|  | No off-street loading or parking area for more than five vehicles shall be closer than ten feet to any adjoining property containing a dwelling, residential district, school, hospital, or similar institution.  | <input type="checkbox"/>   | <input type="checkbox"/>     |
| <b><u>PENNDOT HIGHWAY OCCUPANCY PERMIT</u></b> | Status of PennDOT Highway Occupancy Permit*:<br><input type="checkbox"/> Issued - Permit # and date of issuance noted on plan.<br><input type="checkbox"/> Application submitted.<br><input type="checkbox"/> Application not yet submitted   | <input type="checkbox"/>   | <input type="checkbox"/>     |
|  | <b><u>*Issuance of the PennDOT Highway Occupancy Permit (when applicable) is required prior to final approval of the Land Development Plan.</u></b>   |  |                              |

**NOTE:** Traffic flows and safety are a high priority in the review of Land Development Plans. Developers and Engineers must recognize that both the City staff and PennDOT will be involved in review of driveway locations and traffic circulation, both on and off the site. Depending on the complexity of the plan and the traffic conditions affecting or being affected by the proposed development, this review process can take several weeks. Developers and Engineers are encouraged to submit preliminary sketch plans of proposed developments where traffic design may be complex in order to resolve these questions as early in the process as possible. Depending on the project, additional information such as proposed traffic counts and/or traffic study, may be necessary.

| <b><u>OFF SITE CONDITIONS:</u></b>  |   | <b><u>Complied</u></b>   | <b><u>Not Applicable</u></b> |
|---|---|--------------------------|------------------------------|
| <b><u>OFF SITE CONDITIONS**:</u></b><br><br>The following off-site conditions within 100 feet of proposed land development site are required: | All property lines and names of property owners.  | <input type="checkbox"/> |                              |
|   | Zoning districts and zoning district boundary lines, and Municipal boundary lines when abutting another Municipality. | <input type="checkbox"/> | <input type="checkbox"/>     |
|   | All existing buildings - shown and labeled (i.e. residences, names of businesses, etc.)                               | <input type="checkbox"/> | <input type="checkbox"/>     |
|   | All existing driveways, roadways, and parking areas.  | <input type="checkbox"/> | <input type="checkbox"/>     |
|   | General topography (may be taken from U.S.G.S. information and/or City topo maps).                                    | <input type="checkbox"/> |                              |

**\*\*It is important for the City staff, Planning Commission, and Board of Commissioners to be able to evaluate the proposed Land Development Plan in context with surrounding land uses. This information can be shown on the same sheet as the main Land Development Plan, or if it is more practical, the information may be shown on an additional sheet (at a smaller scale if necessary - but not less than 1" = 100'). The off site conditions and landscaping plan may also be combined.**

| <b>UTILITIES:</b>  |   | <b>Complied</b>          | <b>Not Applicable</b>    |
|--|---|--------------------------|--------------------------|
| <b>WATER:</b>  | Show all existing and proposed water mains and water service lines.                             | <input type="checkbox"/> |                          |
|  | Submit letter from Aqua Pennsylvania Inc. that water service is available to serve the project. | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Show location of proposed private water well(s) if applicable.                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>OTHER:</b>  | Show all other existing and proposed utilities, including:                                      |                          |                          |
|  | Gas   | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Electric poles & above and below ground service lines   | <input type="checkbox"/> |                          |
|  | Telephone poles & above and below ground service lines  | <input type="checkbox"/> |                          |
| <b>EXTERIOR LIGHTING:</b>  | Show proposed parking lot and site lighting plan.   | <input type="checkbox"/> |                          |
|  | Pole mounted lighting shall be no greater height than 25 feet.                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>NOTE:</b> <u>Exterior Lighting</u> - Adequate lights shall be provided to illuminate streets, driveways, walkways and parking lots for safe movement of vehicles and pedestrians at night. Exterior lighting shall be of a design and size compatible with adjacent areas and in accordance with the standards of the Illuminating Engineering Society of America.</p> |   |                          |                          |

| <b>SEWAGE DISPOSAL:</b>                                    |  | <b>Complied</b>          | <b>Not Applicable</b>    |
|--|--|--------------------------|--------------------------|
| <b>SEWAGE DISPOSAL:</b>                                    | Show all existing and proposed sanitary sewer main lines. Include size of line, manhole locations, direction of flow, etc.   | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Show and dimension all existing and/or proposed sanitary sewer easements.  | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Show location of all existing and proposed sanitary sewer laterals, including size of line, manholes, cleanouts, grease intercepts, etc.   | <input type="checkbox"/> | <input type="checkbox"/> |
|  | Show location of proposed and/or existing on-lot sewage disposal system (if applicable).   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>PLANNING MODULES OR REQUEST FOR EXEMPTION POSTCARD:</b> | Has PA DEP Planning Module approval or Request for Exemption been filed with the City for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No   |                          |                          |
|  | If yes, what is status of the application?   |                          |                          |
|  | <input type="checkbox"/> Information attached w/land development plan submittal.<br><input type="checkbox"/> Submitted to City, review and approval pending.<br><input type="checkbox"/> Submitted to DEP, review and approval pending.<br><input type="checkbox"/> Planning Module/Exemption Request approved by DEP. |                          |                          |
|  | If No, attach explanation of why Planning Modules/Request for Exemption are not required, and supply supporting documentation and historical data.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>SEWER AUTHORITY'S FORMS:</b>                            | All LDPs with public sanitary sewer service must submit Preliminary Planning Evaluation forms.   | <input type="checkbox"/> | <input type="checkbox"/> |
|  | All LDPs proposing a sewer extension must complete a Wastewater Collection System Design Checklist.  | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>MULTI-FAMILY DWELLING REQUIREMENTS (Section 308.42):</b> |  | <u>Complied</u>          | <u>Not Applicable</u>    |
|---|--|--------------------------|--------------------------|
| <u>DENSITY:</u>   | <p>In any zoning district where Multi-Family Dwellings are permitted and no residential density is specified, the density (number of dwelling units per lot area measurement) shall be as required in the R-2-60 zoning district. :</p> <p><i>R-2-60 zoning district:</i><br/> <i>Minimum Lot Area:</i> 7,500 sq. ft.<br/> <i>Two Family</i> 11,000 sq. ft.<br/> <i>For Each Additional Family</i> 1,750 sq. ft.</p>   | <input type="checkbox"/> |                          |
| <u>OUTDOOR LIVING AREA:</u>                                 | <p>Each multi-family dwelling unit shall be provided with a minimum of 200 square feet of improved outdoor living area.</p> <p><i>Outdoor living area may consist of individual, private space such as porches, patios, decks or balconies; or it may be shared space such as courtyards, communal patio areas or walking trails.</i></p>  | <input type="checkbox"/> | <input type="checkbox"/> |
|   | <p>Shared outdoor living area must be located within 300 feet of a dwelling unit to be used as the outdoor living space for that unit.</p>   | <input type="checkbox"/> | <input type="checkbox"/> |
|   | <p>Outdoor living areas with railings such as balconies, porches or raised decks must have a minimum dimension of 7 feet in any direction.</p> <p><i>Outdoor living areas may not be enclosed by walls, but they may have a roof.</i></p>  | <input type="checkbox"/> | <input type="checkbox"/> |
|   | <p>Outdoor living areas without railings must have a minimum dimension of 10 feet in any direction.</p>  | <input type="checkbox"/> | <input type="checkbox"/> |
|   | <p>Outdoor living areas must be constructed of an improved surface, such as brick, concrete or wood decking, intended to provide an appropriate area for outdoor seating, gathering and relaxation.</p> <p><i>All improved outdoor living areas must be designed to be pedestrian and handicapped accessible by means of sidewalks, paved trails or similar means. Shared outdoor living areas must include landscaping, shade and seating facilities for the comfort of users.</i></p>  | <input type="checkbox"/> |                          |
|   | <p>Walking trails may be used to meet the outdoor living area requirement, on the condition that the trails must provide a loop route through the site and/or access to a communal destination such as a garden or gazebo.</p> <p><i>Walking trails must be paved and must be a minimum of 5 feet wide, and must include seating areas and appropriate landscaping. Walking trails which are to be used to meet the requirement for minimum improved outdoor living area must be designed and located to be usable by all of the residents of the development, and as such cannot include walkways which serve primarily as access to individual dwelling units.</i></p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>SPACE BETWEEN BUILDINGS:</u>                             | <p>The minimum space between two multi-family buildings or between a multi-family building and any other building on the same property shall be 16 feet for 1-story or 1.5 story buildings, 24 feet for 2 story buildings and 32 feet for 3 story buildings.</p> <p><i>Minimum distance between two buildings of different heights shall be determined by the taller building.</i></p>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>MAXIMUM BUILDING HEIGHT:</u>                             | <p>Maximum building height for multi-family dwellings in all zoning districts shall be three stories and 45 feet.</p>  | <input type="checkbox"/> |                          |

| <b>MULTI-FAMILY DWELLING REQUIREMENTS (Section 308.42):</b> |   | <b>Complied</b>          | <b>Not Applicable</b>    |
|---|---|--------------------------|--------------------------|
| <u>LANDSCAPING &amp; SITE IMPROVEMENTS:</u>                 | Multi-family developments in the CC-1, CC-2, HC, IN, IN-2, R-3 and R-4 zoning districts shall be required to provide meet the greenway and curbing requirements of a Minor Land Development Plan [Sections 413.2(a, b, d, e) and 413.3(a)].   | <input type="checkbox"/> |                          |
| <u>CURBING &amp; PRESERVATION OF EXISTING VEGETATION:</u>   | All access drives from the public street into the parking area shall be curbed, and any other location where curbing is necessary to protect pedestrians or plant materials. Curbing is not required on the perimeter of existing parking areas, or where not possible due to grade constraints.  | <input type="checkbox"/> |                          |
|   | <b>NOTE:</b> Curbing - non-mountable, reinforced concrete curbing or curbing of comparable durability. Extruded or precast surface-mounted types shall be prohibited.   |                          |                          |
|   | Preservation of Existing Vegetation--credit(s) applied to development per the ordinance.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>GREENWAYS:</u>   | Greenway shall be provided where property abuts a public street, private street, or access drive.<br><i>Greenway shall include a sidewalk of a minimum width of 5 feet connecting to the lot line of adjacent parcels and constructed in accordance with City Standards. The greenway shall also contain street trees planted no greater than 30 feet on center. The preferred location of street trees shall be between the sidewalk and roadway, but they may be behind the sidewalk where determined to be necessary due to traffic safety needs &amp;/or utility locations.</i> | <input type="checkbox"/> |                          |
|   | The minimum width of the greenway shall be 25 feet, measured from the curb or edge of pavement of the public street(s) abutting the property.<br><i>The greenway may contain landscaping, lawn, sidewalk and utilities only, and shall not contain any vehicular or other use, with the exception of entrance drives crossing the greenway. (See 413.3 for greenway &amp; parking conflict.)</i>  | <input type="checkbox"/> |                          |
| <u>PEDESTRIAN FACILITIES:</u>                               | Adequate pedestrian facilities in the form of sidewalks or paved trails to allow safe and convenient access for residents between dwelling units entrances and parking areas as well as other important destinations such as mailboxes, recreation facilities or compatible neighboring uses such as retail centers, recreation areas or community facilities.  | <input type="checkbox"/> |                          |
| <u>CANOPY TREES:</u>  | Sufficient planting or preservation of existing canopy trees to provide shade and environmental benefit to development residents. Completed planting shall include a minimum of 1 canopy tree (new or preserved) per 4000 sq. ft. of lot area.  | <input type="checkbox"/> |                          |
| <u>BUFFER PLANTINGS:</u>                                    | Buffer plantings or other site improvement such as fencing as necessary to protect the privacy and integrity of residential uses abutting new multi-family developments, as well as to provide privacy and protection for residents of the multi-family development from negative impacts of adjacent land uses.<br><i>Buffers do not need to be continuous or solid, but shall be designed to provide visual and physical separation at appropriate locations along the property line.</i>   | <input type="checkbox"/> |                          |
|   | Buffers provided along all property lines except those abutting a public street, and must have a minimum width of 6 feet.   | <input type="checkbox"/> |                          |
|   | Buffers may consist of a solid wood or vinyl fence of 6 ft. in height, a solid evergreen hedge of at least 6 feet in height, or a combination of mixed plantings provided that a minimum cumulative total of 3 buffer credits is provided for every 100 feet of property line, with 1 buffer credit being equal to any of the following:<br>3 evergreen trees<br>8 shrubs which will achieve a mature height of at least 5 feet<br>3 ornamental trees   | <input type="checkbox"/> |                          |

| <b>MULTI-FAMILY DWELLING REQUIREMENTS (Section 308.42):</b> |  | <u>Complied</u>          | <u>Not Applicable</u>    |
|---|--|--------------------------|--------------------------|
| <u>LANDSCAPING &amp; SITE IMPROVEMENTS (con't.):</u>        | For the addition of units to existing multi-family developments, the provisions outlined on page 8 of this Checklist pertaining to Pedestrian Facilities, Canopy Trees, and Buffer Plantings [reference Sections 308.42(e)(1, 2, 3) of the Zoning Ordinance] shall apply only to the additional units or only to the portion of the property within 100 feet of the new unit or units. | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>MINIMUM FLOOR AREA REQUIREMENTS (Section 407):</b>   |  | <u>Complied</u>          | <u>Not Applicable</u>    |
|---|--|--------------------------|--------------------------|
| <u>The minimum floor area for residential dwelling units in all zoning districts shall be as follows:</u>   | Single-family dwelling & multi-family dwelling units of 3 bedrooms or more.      750 square feet | <input type="checkbox"/> | <input type="checkbox"/> |
|   | Multi-family dwelling units of 2 bedrooms.      650 square feet                                  | <input type="checkbox"/> | <input type="checkbox"/> |
|   | Multi-family dwelling units of 1 bedroom.      540 square feet                                   | <input type="checkbox"/> | <input type="checkbox"/> |
|   | Efficiency of studio apartments or dwelling units.      450 square feet.                         | <input type="checkbox"/> | <input type="checkbox"/> |
| Minimum floor area shall be the gross floor area of the dwelling unit as measured to the exterior walls of the building, or to the center of walls which divide separate dwelling units in the same building. |  |                          |                          |

**CERTIFICATION:**

The information contained on the submitted Land Development Plan, supporting plans, and this checklist is complete and true to the best of my knowledge and belief.

---

Signature of Engineer or design professional responsible for plan preparation      *Please type or print neatly the name of person signing this form.*

---

Date

Exhibit "A"

**SIGNATURE BLOCKS FOR APPROVAL**

REVIEWED: \_\_\_\_\_ DATE \_\_\_\_\_  
MERCER COUNTY REGIONAL PLANNING COMMISSION

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_  
HERMITAGE PLANNING COMMISSION

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

DATE OF ACTION \_\_\_\_\_ DATE OF APPROVAL \_\_\_\_\_  
HERMITAGE BOARD OF COMMISSIONERS (when all conditions met)

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
SECRETARY

NOTE: Approval boxes should be placed along the edges of the plan, so that the seals of each governing body can easily be affixed near their signatures.

Exhibit "B"

**NULL & VOID BOX  
and TYPICAL SYMBOLS FOR IDENTIFICATION**

**PLAN APPROVAL EXPIRATION BOX FOR  
LAND DEVELOPMENT PLANS**

PLAN IS NULL AND VOID UNLESS  
RECORDED BY \_\_\_\_\_

**TYPICAL SYMBOLS FOR IDENTIFICATION**

- — — — — . RIGHT-OF-WAY; PROPERTY LINE
- - F - - - - F - - . FUTURE RIGHT-OF-WAY LINE
- — — — — . CENTERLINE
- • • • • . ZONING DISTRICT BOUNDARY LINE
- ~ ~ ~ ~ ~ . STREAMS, LAKES, RIVERS
- — — — — . BUILDING SETBACK LINE
- - - - - . EASEMENT LINE

**Exhibit "C"**

**NOTARIZATION ACKNOWLEDGEMENT STATEMENTS**

**NOTE: The notary ink stamp must be shown on all plans and it must be readable or the Mercer County Courthouse Recorder's Office will not accept for recording.**

**Notarization of Developer's / Owner's Signature if an individual:**

COMMONWEALTH OF \_\_\_\_\_ :  
: ss  
COUNTY OF \_\_\_\_\_ :

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, (insert notary's full name), the undersigned officer, personally appeared (insert individual(s) name(s)), known to me (or satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged that he/she executed the same for the purposes herein contained.

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

(notary's signature) (SEAL)  
Notary Public  
My Commission expires: \_\_\_\_\_

**Notarization of Developer's / Owner's Signature if a corporation:**

COMMONWEALTH OF \_\_\_\_\_ :  
: ss  
COUNTY OF \_\_\_\_\_ :

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, (insert notary's full name), the undersigned officer, personally appeared (person's name), who acknowledged himself/herself to be (officer title) of (corp. name), a corporation, and that he/she as such (officer title), executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as (officer title).

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

(notary's signature) (SEAL)  
Notary Public  
My Commission expires: \_\_\_\_\_

**Notarization of Developer's / Owner's Signature if a partnership:**

COMMONWEALTH OF \_\_\_\_\_ :  
: ss  
COUNTY OF \_\_\_\_\_ :

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, (insert notary's full name), the undersigned officer, personally appeared (person's name), who acknowledged himself/herself to be a Partner of (partnership name), and that he/she as such Partner, being authorized to do so, executed the foregoing instrument for the purposes herein contained.

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

(notary's signature) (SEAL)  
Notary Public  
My Commission expires: \_\_\_\_\_

**Exhibit "D"**

**DEVELOPER/OWNER ACKNOWLEDGEMENT STATEMENTS**

---

Where the Developer is **NOT** the Owner of Record (at the time the plan is to be recorded) use this statement:

I/WE, THE UNDERSIGNED, HEREBY DECLARE THAT I AM/WE ARE THE DEVELOPER(S) OF THIS LAND DEVELOPMENT PLAN AND OF THE LAND SHOWN HEREON. THE RECORD OWNER(S) OF SAID LAND IS/ARE \_\_\_\_\_, AND THIS PLAN SHOULD BE RECORDED IN THE NAME(S) OF \_\_\_\_\_, DEVELOPER(S) AND \_\_\_\_\_, RECORD OWNER(S).

\_\_\_\_\_  
(Developer signature)  
DEVELOPER(S)

Where the Developer **IS** the Owner of Record use this statement:

I/WE, THE UNDERSIGNED, HEREBY DECLARE THAT I AM/WE ARE THE DEVELOPER(S) OF THIS LAND DEVELOPMENT PLAN AND THE RECORD OWNER(S) OF THE LAND SHOWN HEREON, AND WISH IT TO BE RECORDED AS SUCH.

\_\_\_\_\_  
(Developer & Record Owner signature)  
DEVELOPER(S) & RECORD OWNER(S)

*NOTE: All signatures shall be in black ink. The names and addresses of all developers and record owners must be shown on the plan.*

**Exhibit "E"**

**ENGINEER'S CERTIFICATION & SURVEYOR'S CERTIFICATION**

---

Engineer's\* Certification:

"I, (engineer's\* full name), a duly registered Professional Engineer\* in the Commonwealth of Pennsylvania, hereby certify to the best of my knowledge, information, and belief that this plan has been accurately prepared based on sound engineering principles and on the survey of (surveyor's name), Registered Land Surveyor"

\_\_\_\_\_  
(Engineer's\* Signature & Seal)  
Signature (SEAL)

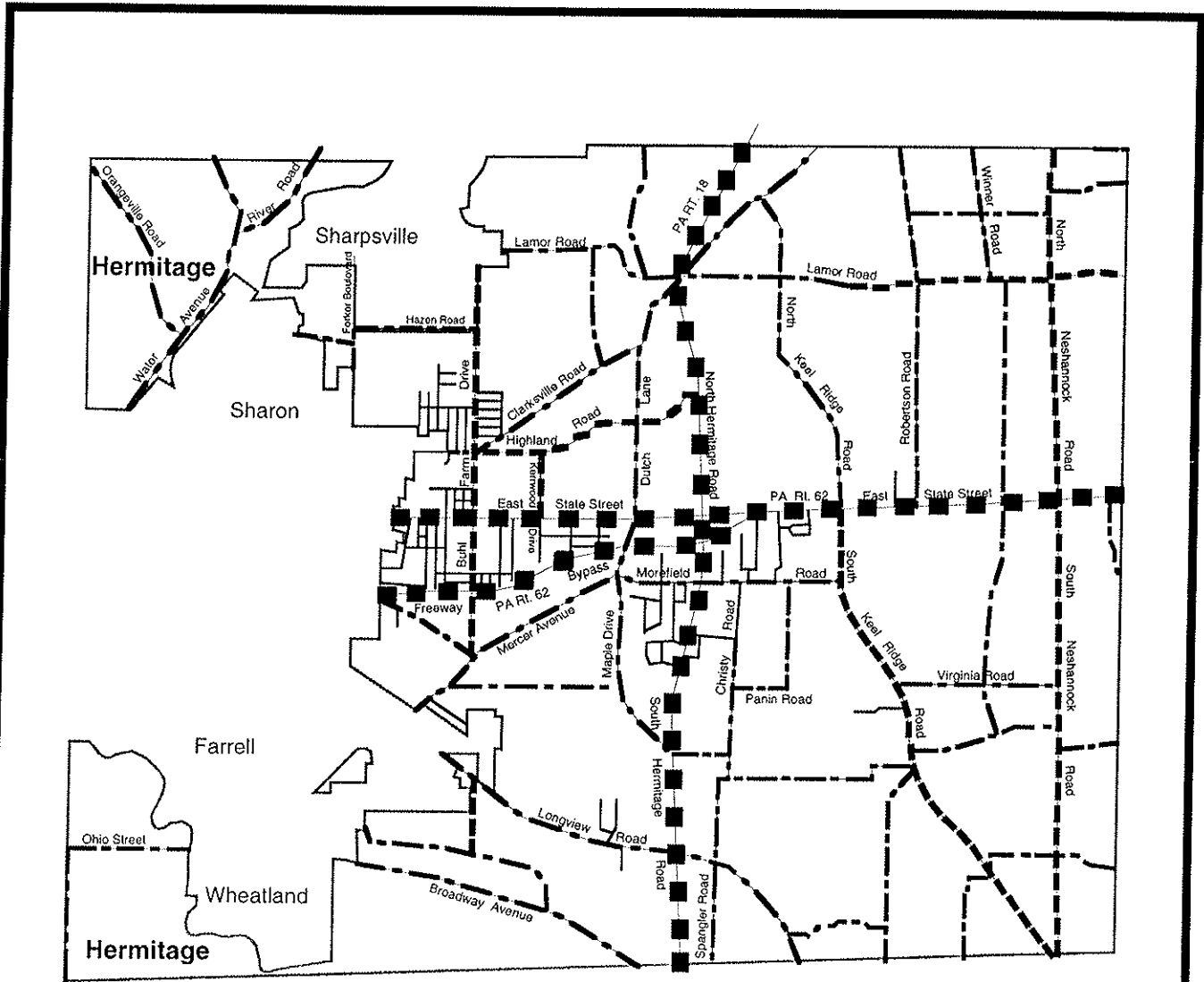
*\*Architect or Landscape Architect as permitted by PA Professional Licensure Statutes. If Architect or Landscape Architect are preparing plan, correct wording in this notation accordingly.*

Surveyor's Certification:

"I, (surveyor's full name), a duly registered Land Surveyor in the Commonwealth of Pennsylvania, hereby certify to the best of my knowledge, information, and belief that the survey information shown on this plan is based on a field survey which was performed in the City of Hermitage, and that such survey does not exceed an error of closure of 1:5000."

\_\_\_\_\_  
(Surveyor's Signature & Seal)  
Signature (SEAL)

Exhibit "F"



CITY OF HERMITAGE  
**FUTURE**

**RIGHTS-OF-WAY**

Adopted by Ordinance No. 14-55  
May 4, 1955

Amended by Ordinance No. 12-79  
September 12, 1979

Amended by Ordinance No. 11-81  
April 8, 1981

DATE: JULY 10, 1997



NOT TO SCALE  
scaled drawing on file in the  
Hermitage Building Department

KEY:

MAJOR ARTERIES:

100' - ■■■■■■

80' - - - - -

SECONDARY ROUTES:

60' - - - - -

LOCAL STREETS:

50' - \_\_\_\_\_

**Exhibit "G"**  
**SCHEDULE OF DRAWINGS EXAMPLE**

SCHEDULE OF DRAWINGS

| <u>SHEET NO.</u> | <u>DESCRIPTION</u>     |  |  |
|------------------|------------------------|--|--|
| 1                | COVER SHEET            |  |  |
| 2                | EXISTING SITE PLAN     |  | THESE SHEETS SHOWN AS<br>REFERENCE ONLY AND ARE<br>ON FILE AT THE HERMITAGE<br>MUNICIPAL BUILDING. |
| 3                | PROPOSED SITE PLAN     |  |  |
| 4                | GRADING PLAN           |  |  |
| 5                | UTILITY & PARKING PLAN |  |  |
| 6                | LANDSCAPING PLAN       |  |  |
| 7                | DETAILS                |  |  |

**Exhibit "H"**  
**PARKING SPACE REQUIREMENTS TABLE EXAMPLE**

| <u>PARKING SPACE REQUIREMENTS</u> |                                |                                |                 |
|-----------------------------------|--------------------------------|--------------------------------|-----------------|
| <u>USE</u>                        | <u>REQUIRED PARKING SPACES</u> | <u>PROPOSED PARKING SPACES</u> |                 |
| SINGLE FAMILY DWELLING AND DUPLEX | 2 PER DWELLING                 | 2 X <u>  #  </u> DWELLINGS     | = <u>      </u> |
|                                   |                                | TOTAL SPACES REQUIRED          | = <u>      </u> |
|                                   |                                | TOTAL SPACES PROVIDED          | = <u>      </u> |