

COMBINED APPLICATION FOR ZONING USE AND OCCUPANCY, BUILDING, AND FLOODPLAIN PERMITS

ASPINWALL BOROUGH 217 COMMERCIAL AVENUE, ASPINWALL, PA 15215 (412) 781-0213 Fax: (412) 781-2233

I. APPLICANT INFORMATION

| Name | Address (no., street, city, state, zip code) | Telephone |
|------------------------|--|-----------|
| Applicant | | |
| Owner of Record | | |
| Contractor | | |
| Architect/ Engineer | | |

I hereby certify that the proposed work is authorized by the owner of record and I am the owner's authorized agent to make this application, and I/we do hereby agree to conform to all applicable ordinances of the Borough.

| Signature of Applicant | Address | Date |
|------------------------|---------|------|
| | | |

II. SITE LOCATION

At (location) _____
Street Address Lot/Block

Zoning District _____ Current Use _____

Located within an Identified Flood-prone Area _____ Yes _____ No

III. DESCRIPTION OF PROPOSED IMPROVEMENT/ACTIVITY

A. Type of Improvement/Activity

| | |
|--|---|
| <input type="checkbox"/> Sign | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> New Structure or Use | <input type="checkbox"/> Change of Use of Existing Building or Land |
| <input type="checkbox"/> Alteration, Enlargement | <input type="checkbox"/> Temporary Use |
| <input type="checkbox"/> Repair, Replacement | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Moving (relocation) | _____ |

B. Proposed Use

1. Residential. List number of units by type (check ordinance for definitions):
 Single Family Two Family Townhouse Garden Dwellings
 Multifamily, Multi-story Total Dwelling Units _____
2. Commercial (specify) _____

3. Industrial (specify) _____

4. _____ Public, Semi-Public (church, school recreation, etc.) (specify) _____

5. _____ Accessory Use
 _____ Sign (Go to Sec. IV) _____ Home Occupation (specify) _____
 _____ Garage/Carport _____ Storage Shed/Building _____ Fence
 _____ Swimming Pool _____ Parking/Loading _____ Other _____
6. _____ Other (specify) _____

C. Site Characteristics

1. Total site area _____ sq. ft. 3. Lot area per dwelling unit _____ sq. ft.
 2. Corner Lot _____ yes _____ no 4. Site area covered by structures _____ sq. ft.

D. Structural Characteristics

1. Type of Construction: _____ Frame _____ Brick _____ Masonry _____ Other _____

2. Size of Structure(s) (gross floor area in sq. ft.)

| | Existing | Addition/Extension | New | Total |
|---------------------|----------|--------------------|-----|-------|
| Principal Structure | | | | |
| Accessory Structure | | | | |

3. Height of Structure (after work completed)

Principal Structure _____ ft. _____ stories Accessory Structure _____ ft. _____ stories

4. Type of Heating _____ 5. Roof Type _____ Flat _____ Sloped _____ Mansard

6. Depth of Excavation at minimum point _____ 7. Foundation on fill _____ yes _____ no

8. No. & Description of Buildings to be Razed and Method to be Used _____

9. Cost of Construction _____ 10. Estimated Market Value _____

E. Offstreet Parking and Loading

1. Parking Spaces _____ Proposed _____ Existing 2. Stall Size (length X width) _____

3. Type of Pavement/Surfacing _____
MUST BE HARD SURFACE, ie, BRICK, ASPHALT, CONCRETE

4. Describe other actions to provide required parking (e.g., joint use of other parking areas, etc.)

5. Offstreet Loading: No. of Stalls _____ Stall Size _____ Location _____

Type of Pavement/Surfacing _____
MUST BE HARD SURFACE, ie, BRICK, ASPHALT, CONCRETE

F. Landscaping

Describe type of proposed planting, location, etc. to meet Ordinance requirements _____

IV. SIGN INFORMATION

Attach illustrations and specifications of proposed sign according to application instructions sheet.

1. Use of Sign

- Residential/Home Occupation Residential Complex Commercial Business
 Industrial Use Public, Semi-Public Real Estate (Sale, rental)
 Outdoor Advertising Construction Advertising Permanent Sign
 Temporary Sign Window Graphics

2. Type of Sign

- Wall-mounted Free-standing Single Face Double Face Window Graphics

3. Size: Total area (one face) _____ sq. ft. Length _____ ft. Width _____ ft.

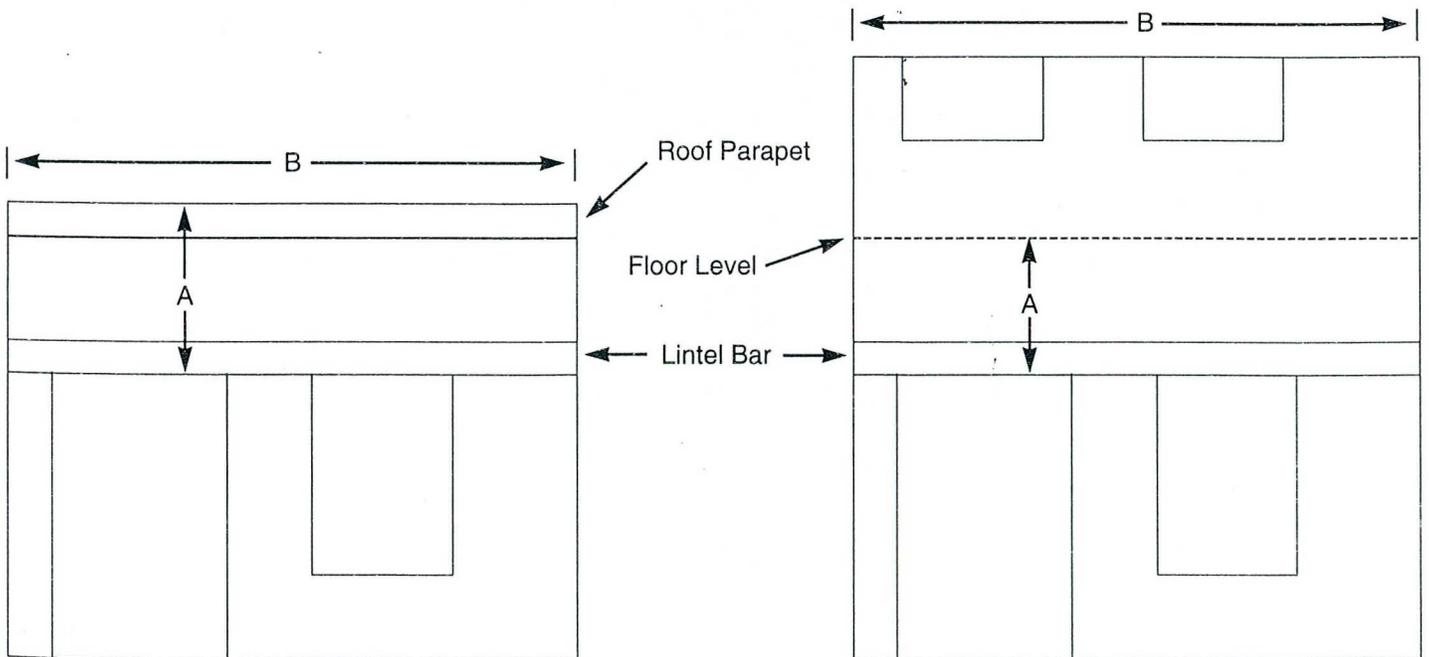
4. Describe proposed type of construction, materials, illumination, method mounting _____

5. Signable wall area is _____ sq. ft.

6. Photograph (5" x 7") showing side of building on which sign is to be placed.

7. Complete diagram below. Include dimensions A & B.

8. For multiple use building other information may be required.



Signable Wall Area — 1 Story Building
Area of Copy = A + B

Signable Wall Area — Multi-story Building
Area of Copy = A + B

V. STORMWATER AND FLOODPLAIN MANAGEMENT

Describe proposed drainage control methods to comply with ordinances. If proposing to connect with existing sewer or drainage system, identify point of connection and adequacy of system to handle additional flow. Show all drainage provisions on site plans.

If located within a flood-prone area, describe methods and materials that will be used to minimize flood damage in accordance with Borough ordinances. Attach plans and elevations to demonstrate compliance; delineate area subject to flooding and any existing stream improvements or protective works.

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I. GENERAL INFORMATION

Application forms may be obtained from the Zoning/Building Officer at the Aspinwall Municipal Building from 9 AM to 4 PM, Monday-Friday. The Zoning Ordinance and Map, Building Code and Floodplain Ordinance may be reviewed there, and copies are available for purchase.

Application forms should be written in ink or typewritten; forms with numerous changes will not be accepted. All blanks should be filled in; if the item does not apply, enter "N/A" (not applicable). This will assist in checking the completeness of the application. The completed application should be submitted to the Zoning/Building Officer.

II. REQUIRED PERMITS

A Zoning Use and Occupancy Permit is required for the following:

1. new structures or uses of land;
2. alterations, enlargements, replacements of existing structures or uses;
3. accessory uses, such as fences, garages, or home occupations;
4. new or altered signs;
5. changes in use of an existing structure or lot.
6. change of ownership

The Zoning Permit is a two-part permit: (1) the "zoning use" permit must be obtained prior to the start of any construction, alteration or use of any property; (2) the "occupancy" permit is issued after the completion of the applied for work but prior to the actual occupancy of the structure or property. Approval of zoning use and occupancy may be simultaneous.

If the proposed use is subject to the conditional use requirements of the Zoning Ordinance or may require a variance, the Zoning/Building Officer will notify the applicant and explain the appropriate procedures. Conditional uses must be approved by Borough Council, and variances are granted by the Zoning Hearing Board. The zoning use permit will not be issued until these approvals have been obtained.

Detail instructions for zoning permit and review procedures are contained on the reverse side of the page.

A Building Permit is required for the erection, alteration, enlargement, demolition or moving of any structure or building, in accordance with the Borough Building Code. Where both building and zoning permits are necessary, the application for both may be made at the same time. However, no building permit will be granted until the zoning use permit is approved. Occupancy or use of the completed structure cannot take place until the occupancy permit is issued by the Zoning/building Officer (see above).

A Floodplain Permit is required for any activity or structure located within a designated flood prone area as described in the Borough Floodplain Ordinance and Maps and also shown on the Borough Zoning Map. All applications must be reviewed and approved by the Borough Engineer.

III. FEES

A schedule of current fees may be obtained from the Zoning/Building Officer. All fees must be paid at the time of application.

| PROPOSED ACTIVITY | REVIEW BY | ZONING APPLICATION AND REVIEW PROCEDURES |
|---|--|--|
| <p>I. SITE DEVELOPMENT REVIEW APPLICATION</p> <p>1. 3 or More Dwellings AR-1, -2, -3 Dist. (new construction or alteration of existing structure)</p> <p>2. Any Principal Use AR-4, AR-S, AC-1, AC-2, AI-I, AC-D (new or alteration)</p> <p>3. Any Conditional Use Application</p> | <p>Planning Commission</p> <p>Planning Commission</p> <p>Planning Commission & Borough Council</p> | <p><u>SKETCH PLAN</u> (optional) Applicants may use this phase to discuss the proposal informally with Borough Officials and to clarify ordinance requirements. There is no specific form for sketch plan submissions, but drawings and materials should describe the location, type and nature of the proposed development and its relationship with surrounding uses.</p> <p><u>PRELIMINARY SITE PLAN</u> Submit application and eight (8) copies of the preliminary site plans, prepared by a registered architect and/or engineer at a scale of not less than 1 in. = 200 ft. Show the name of the proposed development, names and addresses of the owners and developers, north arrow, graphic scale and identify <u>all</u> sheets as "Preliminary Site Plan". Show all items listed in Sec. 118-303.1c of the Ordinance, including all building setbacks, yards, lot and building dimensions.</p> <p>Submit all plans two (2) weeks prior to the Planning Commission meeting at which action is requested. An application will be removed from the agenda if any item is incomplete seven (7) days before the meeting.</p> <p>Preliminary site plan approval is subject to the granting of any variance or conditional use approvals.</p> <p><u>FINAL SITE PLAN</u> Submit eight (8) copies of the final site plans, showing all items required for the preliminary plans (in final form) plus the items in Sec. 118-306 of the Ordinance. Mark <u>all</u> sheets as "Final Site Plan".</p> <p>Submission deadlines for the final plans are the same as for preliminary plans. Final site plans will not be accepted until all variances or conditional use approvals have been obtained. If the application requires action by other government units (e.g., county), final site plan approval will be subject to the submission of evidence of these approvals.</p> |
| <p>II. SIMPLIFIED ZONING APPLICATION</p> <p>4. Less than 3 Dwellings AR-1, -2, -3 Dist. (new or alteration)</p> <p>5. Accessory Use/Structure All Districts (new or alteration)</p> <p>6. Change of Use, Existing Structure or Land* All Districts</p> | <p>Zoning Officer</p> <p>Zoning Officer</p> <p>Zoning Officer</p> | <p>Submit application and three (3) copies of a site plan <u>drawn neatly in ink</u> on 8½" x 11", 8½" x 14" or 11" x 17" paper at a scale of not less than 1 in. = 50 ft. Include a north arrow, graphic scale, name and address of owner and applicant and date that the drawing was prepared.</p> <p>Show the entire lot for which the application is being made, the lot dimensions, the depth of all yards, streets and alleys bounding the lot, and the abutting property owners. Show the location and dimensions (including height) of all existing <u>and</u> proposed structures and uses on the property, such as buildings, signs, fences, etc. Show existing <u>and</u> proposed parking and loading areas, driveways and curb cuts.</p> <p>Provide a written description of the proposed improvement(s) indicating the type of construction, building materials and similar information.</p> |
| <p>III. SIGN APPLICATION</p> <p>Permanent Sign</p> <p>Temporary Sign</p> | <p>Planning Commission</p> <p>Zoning Officer</p> | <p>Complete Sections I, II, III A and B, and IV of the application and submit with eight (8) copies of a site plan prepared in the format described for a simplified Zoning Application (see above). Show <u>exact</u> dimensions and placement of all existing <u>and</u> proposed signs on the property and structure.</p> <p>Submit application two (2) weeks prior to the Planning Commission meeting at which action is required; if any item is incomplete seven (7) days before the meeting, it will be removed from the agenda.</p> |

*Note: A change of use of a legal nonconforming use to another nonconforming use requires approval of the Zoning Hearing Board

FOR BOROUGH USE ONLY

I. BOROUGH APPROVALS/PERMITS

| | Approved (date) | Disapproved (date) | Approved/Disapproved By (signed) |
|---------------------------------|--------------------|-----------------------|-------------------------------------|
| 1. Site Development Plan | | | |
| a. Preliminary | _____ | _____ | _____ |
| b. Final | _____ | _____ | _____ |
| 2. Conditional | _____ | _____ | _____ |
| 3. Variance | _____ | _____ | _____ |
| 4. Nonconforming Use | _____ | _____ | _____ |
| 5. Floodplain Permit | _____ | _____ | _____ |
| 6. Zoning Use Permit (List No.) | _____ | _____ | _____ |
| 7. Building Permit (List No.) | _____ | _____ | _____ |
| 8. Street Access Permit | _____ | _____ | _____ |
| 9. Occupancy Permit (List No.) | _____ | _____ | _____ |
| 10. Other _____ | _____ | _____ | _____ |

If any of the above is disapproved, describe reasons, applicable ordinance sections.

II. OTHER APPROVALS/PERMITS

| | Approved | Disapproved | Approved/Disapproved By |
|----------------------------------|----------|-------------|-------------------------|
| 1. Sewer (Co. Health Dept., DER) | _____ | _____ | _____ |
| 2. Sewer (ALCOSAN) | _____ | _____ | _____ |
| 3. Erosion/Sedimentation | | | |
| a. Co. Conservation District | _____ | _____ | _____ |
| b. DER | _____ | _____ | _____ |
| 4. Plumbing (Co. Health) | _____ | _____ | _____ |
| 5. Fire (Co. Fire Marshall) | _____ | _____ | _____ |
| 6. Street Access (PA DOT) | _____ | _____ | _____ |
| 7. Stream Obstructions (PA DER) | _____ | _____ | _____ |
| 8. PA Labor and Industry | _____ | _____ | _____ |
| 9. Other _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

FEES PAID TO BOROUGH (amount and date)