



On the Banks of the Allegheny

CITY OF WARREN
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SUBDIVISION / SITE PLAN REQUIREMENT CHECKLIST

Submitted 10 Days Prior to Regular Planning Commission Meeting with Fees

Four (4) Copies Mylar

I. SUBDIVISION REQUIREMENTS

Subdivision Type: Subdivision Minor Subdivision

A. PRELIMINARY PLANS AND DATA REQUIREMENTS

(The minor subdivider shall comply with all subdivision requirements below except he/she need not submit a preliminary plan.)

(v) Submitted (v) Meets Ordinance (#) See End Note

Title Block

Name and Address of Subdivision
Name, Address, License No. & Seal of Surveyor or Engineer

Other Notations

Date(s) of plan submission (s)
Scale (1" - 100', or greater) and north arrow
Surveyor certification for topographic survey & date of survey
Graphic scale shown

Key Map

1" = 1000'
Relationship to highway system
Subdivision streets and blocks

Survey Data

Boundary line survey including bearings and distances
Boundaries of adjacent properties and recorded name & parcel no.
Statement of error of traverse closure within allowable 1:5000
Sufficient contours to delineate complete drainage pattern of area

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**Existing Physical Features**

- \_\_\_\_\_ \_\_\_\_\_ Location of apparent right-of ways- and easements
- \_\_\_\_\_ \_\_\_\_\_ Location of drainage structures, streams, marshes, etc.
- \_\_\_\_\_ \_\_\_\_\_ Streets and alleys on/or adjoining the subdivision including name, width of cartway & sidewalks
- \_\_\_\_\_ \_\_\_\_\_ Location & size of utility structures including water, gas, sanitary & storm sewers, etc.
- \_\_\_\_\_ \_\_\_\_\_ Subsurface soil conditions

**Proposed Site improvements**

**Streets**

- \_\_\_\_\_ \_\_\_\_\_ Name, location & width
- \_\_\_\_\_ \_\_\_\_\_ Center line elevations at intersections and principal changes in gradient
- \_\_\_\_\_ \_\_\_\_\_ Center line gradient shown in % of slope

**Lot Layout**

- \_\_\_\_\_ \_\_\_\_\_ Lot lines and dimensions to nearest foot
- \_\_\_\_\_ \_\_\_\_\_ Boundary setback line
- \_\_\_\_\_ \_\_\_\_\_ Easements, etc. with notation as to purpose

**Utility Plan: Sanitary, Storm, Water, Gas, Etc.**

- \_\_\_\_\_ \_\_\_\_\_ Location & size of pipe and direction of flow
- \_\_\_\_\_ \_\_\_\_\_ Location & direction of flow of surface drainage (positive away from buildings)
- \_\_\_\_\_ \_\_\_\_\_ (At request of Planning Commission) Location of valves, fire hydrants, manholes, invert elevations, catch basins
- \_\_\_\_\_ \_\_\_\_\_ Storm water management, including downspouts, catch basins, onsite retention, flow calculations, etc.

**B. FINAL PLANS (IN ADDITION TO PRELIMINARY PLAN REQUIREMENTS)**

**Monuments** (i.e. survey pins)

- \_\_\_\_\_ \_\_\_\_\_ Indicated on plan
- \_\_\_\_\_ \_\_\_\_\_ At each corner and at each general change in direction of boundary
- \_\_\_\_\_ \_\_\_\_\_ Two (2) on each street intersection or diagonal corners
- \_\_\_\_\_ \_\_\_\_\_ At beginning and end of each curve along one side of the street right-of-way

**Other Data**

- \_\_\_\_\_ \_\_\_\_\_ Accurate traverse of the subdivision boundary, radii, internal angles, distances, points of curvatures and tangency (error of closure 1:5000)
- \_\_\_\_\_ \_\_\_\_\_ Final engineering plans for sanitary & storm sewers, water mains, gas & electric lines, road profiles & grades and approved by City engineer
- \_\_\_\_\_ \_\_\_\_\_ Other papers as needed for supporting documentation (proposed legal descriptions)

**C. DESIGN STANDARD REQUIREMENTS PER ARTICLE 6**

- \_\_\_\_\_ \_\_\_\_\_ Street and highway standards
- \_\_\_\_\_ \_\_\_\_\_ Lot location and sizing
- Storm Drainage**
- \_\_\_\_\_ \_\_\_\_\_ Proposed lots show positive drainage away from buildings
- \_\_\_\_\_ \_\_\_\_\_ Storm sewers and related installations are provided
- \_\_\_\_\_ \_\_\_\_\_ Special consideration to problems which may arise from concentration of storm water
- Blocks**
- \_\_\_\_\_ \_\_\_\_\_ Block length less than 1600'
- \_\_\_\_\_ \_\_\_\_\_ Two (2) lot depth, except reverse frontage lots
- \_\_\_\_\_ \_\_\_\_\_ R-O-W and sidewalks for interior block over 1000'

**II. ZONING - FOR SITE PLAN OR AMENDMENT/VARIANCE/SPECIAL EXCEPTION**

- \_\_\_\_\_ \_\_\_\_\_ Zoning district
- \_\_\_\_\_ \_\_\_\_\_ Proposed uses of property - Public Semi-Public-Government facility permitted use
- \_\_\_\_\_ \_\_\_\_\_ Zoning of adjacent properties
- \_\_\_\_\_ \_\_\_\_\_ Use of adjacent properties
- \_\_\_\_\_ \_\_\_\_\_ Legal lot size
- \_\_\_\_\_ \_\_\_\_\_ Assessment map showing all properties within 200'
- Building Setbacks From:
  - \_\_\_\_\_ \_\_\_\_\_ Lot lines
  - \_\_\_\_\_ \_\_\_\_\_ Adjacent buildings
  - \_\_\_\_\_ \_\_\_\_\_ Street
- \_\_\_\_\_ \_\_\_\_\_ % lot coverage by structures - Maximum 35% allowed
- \_\_\_\_\_ \_\_\_\_\_ Building height at peak

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\_\_\_\_\_ FAR calculation-  
\_\_\_\_\_ Max 0.8 allowed-basements are not included in total  
\_\_\_\_\_ Screening requirements met-  
\_\_\_\_\_ Section 806 does not apply see parking  
\_\_\_\_\_ Refuse storage screening

Parking:

\_\_\_\_\_ Calculation of number of required spaces  
\_\_\_\_\_ Number of spaces proposed  
\_\_\_\_\_ 5% site landscaping for over 50 spaces  
\_\_\_\_\_ Lot surface materials  
\_\_\_\_\_ Proper screening from street and adjoining  
properties  
\_\_\_\_\_ Restrictions on use  
\_\_\_\_\_ Outdoor lighting  
\_\_\_\_\_ Exterior signs  
\_\_\_\_\_ Proposed architecture, facade and materials

**III. FLOOD PLAIN**

\_\_\_\_\_ Is it in the flood plain?  
\_\_\_\_\_ Requirements met?

**IV. BUILDING**

\_\_\_\_\_ ADA requirements - exterior

(Upon approval of site plan, additional construction documents may be needed for the building permit application.)

**V. NOTES AND COMMENTS (Use additional sheet if necessary)**

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