

**TOWNSHIP OF RICHLAND**  
**LAND DEVELOPMENT AND/OR SUBDIVISION AND/OR LOT LINE REVISION**

Name of Applicant (Owner) \_\_\_\_\_ Phone No. \_\_\_\_\_

Name of Principal Officer \_\_\_\_\_ Phone No. \_\_\_\_\_

Mailing Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Surveyor/Engineer \_\_\_\_\_ Phone No. \_\_\_\_\_

Business Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Plan \_\_\_\_\_ Location \_\_\_\_\_

Type of Development (Describe) \_\_\_\_\_ Lot & Block #: \_\_\_\_\_

Total Area \_\_\_\_\_ Acres                      No. Lots \_\_\_\_\_                      No. Dwelling Units \_\_\_\_\_

If Commercial or Industrial: \_\_\_\_\_ No. of Bldgs. \_\_\_\_\_                      No. of Tenant Spaces \_\_\_\_\_

Proposed Sewage Facilities \_\_\_\_\_ Proposed Water Supply \_\_\_\_\_

Lineal Ft. of New Road \_\_\_\_\_ Lineal Ft. of New Sanitary Sewer Line \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_

The fees are: Lot Line Revision: \$250.00 plus \$500.00 \*escrow amount. Subdivision one (1) to three (3) lots - \$750.00, plus \$1,500.00 in \*escrow amount. Four (4) lots or more - \$1,000.00, plus \$40.00 per lot/unit, plus \*escrow amount of \$3,000.00. Land Development - \$1,250.00 plus escrow amount of \$3,000.00. \*Escrow amount is for estimated cost of notification, postage, legal advertisement, court stenographer and transcript. Applicant is also responsible for any costs incurred by Richland Township in excess of the initial escrow amount for the above referenced costs, as well as, for engineering, transportation, legal or other consultant reviews in association with the application. The escrow amount shall be replenished when it reaches a level of fifty percent (50%) of the original escrow amount. Traffic Impact Fee amount of \$1,265 for the TSA#1 North district and \$1,827 for the TSA#2 South district per anticipated peak hour trip as calculated in accordance with generally accepted traffic engineering standards.

Filing Fee \$ \_\_\_\_\_

Escrow Amt \$ \_\_\_\_\_

Traffic Impact Fee \$ \_\_\_\_\_

Lot & Block No. \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant                      Date

Copy to Board of Supervisors \_\_\_\_\_

Final Plan Approval Date \_\_\_\_\_

Current Zoning \_\_\_\_\_

Necessary Zoning \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

Date of Planning Commission Approval:

Preliminary Plan \_\_\_\_\_

Final Plan \_\_\_\_\_

## **RICHLAND TOWNSHIP PLAN SUBMITTAL DEADLINES**

### **Zoning Hearing Board Meetings**

(Variance, Special Exception, Interpretation Hearings)

The following must be submitted to the Township's Building and Zoning Office **30 days (1 month) prior to the meeting date:**

- Completed Application
- Complete set of plans (10 FOLDED copies for Variance; 11 FOLDED copies for Special Exception)
- Digital copy of plans **on a USB flash drive/jump drive** (for presentation at the meeting)
- Payments (two separate checks)
  - \$150.00 Non-refundable application fee
  - \$750.00 Escrow amount for estimated cost of notification, postage, legal advertisement, court stenographer, and transcript. The escrow amount shall be replenished when it reaches a level of \$350.00.

**Also, submit one (1) set of complete plans & application to:**

Shoup Engineering  
329 Summerfield Drive  
Baden, PA 15005  
724-869-9560

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### **Planning Commission Meetings**

The following must be submitted to the Township's Building and Zoning Office **21 days (3 weeks) prior to meeting date:**

- Completed Application
- 3 - FOLDED full-size paper copies of **complete Subdivision, Land Development, or Sketch Plans**
- 1 - ½ size paper copy of **complete Subdivision, Land Development, or Sketch Plans**
- 1 - full-size paper copy of **Landscaping Plan**
- 5 - USB flash drive/jump drives, each with a **complete set of plans**
- Payments - Non-refundable application fee; escrow amount

#### Lot Line Revisions/Lot Consolidations:

- One (1) to three (3) lots: \$250.00 + \*\$500.00 escrow amount (2 separate checks)

#### Land Developments:

- \$1,250.00 + \$3,000.00 escrow amount (two separate checks)

#### Subdivisions:

- One (1) to three (3) lots: \$750.00 + \*\$1,500.00 escrow amount (2 separate checks)
- Four or more lots: \$1,000.00 plus \$40.00 per lot/unit + \$3,000.00 escrow (2 separate checks)

\*Escrow amount is for estimated cost of notification, postage, legal advertisement, court stenographer, and transcript. Applicant is also responsible for any costs incurred by Richland Township in excess of the initial escrow amount for the above referenced costs, as well as, for engineering, transportation, legal or other consultant reviews in association with the application. The escrow amount shall be replenished when it reaches a level of fifty percent (50%) of the original escrow amount.

**Also, submit one (1) set of complete plans & application to:**

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