

EDGMONT TOWNSHIP REQUEST FOR CONDITIONAL USE CHECKLIST

In evaluating an application to the Planning Commission and the Board of Supervisors for a Conditional Use, the Applicant shall provide a narrative along with all necessary information set forth below, as well as any other Township Code requirements setting forth standards and criteria specific to Conditional Use. Below are the items to be included in a Conditional Use Application:

- ❑ \$350 check; payable to the Township of Edgmont.

ALL ITEMS BELOW MUST BE SUBMITTED IN PAPER AND DIGITAL FORMAT

- ❑ A completed application form, signed by the Applicant(s), and notarized. (Please Note, the Applicant(s) and signer(s) MUST be the same.)
- ❑ Deed or Agreement of Sale showing legal standing.
- ❑ Reimbursement Agreement.
- ❑ 8 copies of the Environmental Impact Assessment report (EIA).
- ❑ 8 copies of the narrative requesting in detail and including Code Sections from which the relief is requested. State facts and reasons why the Applicant(s) is entitled to relief.
- ❑ 8 copies of the Traffic Analysis (if applicable).
- ❑ 8 copies of photographs detailing the properties current condition.
- ❑ 8 sets of Architectural plans (if applicable).
- ❑ 8 sets of Plans for use by the Planning Commission, Township Professionals, and Township Staff. Sufficient detail shall be submitted to enable its evaluation relative to pertinent Code provisions and also showing:
 - * The proposed use and its location are consistent with and responsive to the Comprehensive Plan and the Comprehensive Recreation, Park & Open Space Plan.
 - * The proposed use will provide safe and adequate access to roads (existing or proposed) and will not result in excessive traffic volumes, and will involve improvements, which may be needed to guarantee compatibility with adjacent roads.
 - * The proposed use will provide for effective sanitation, water, and sewer service be it well, public water/sewer, or on lot septic.
 - * The proposed use, as depicted in the plans for subdivision and/or land development, includes proposals for landscaping, in addition to that required as stated above, in areas, which are highly visible, such as along roads, walks or trails.
 - * The proposed use will be properly sited, and not be disruptive to, streams, ponds, wetlands, and vegetation within the Flood Hazard District and the Steep Slope Conservation District.
 - * The proposed use will be developed using storm water management techniques, and soil erosion and sedimentation control techniques in accordance with prevailing regulations.

Additional sets of plans shall be required to show revisions and to provide at subsequent meetings.

Public Notice to Neighbors – 10 Days prior to the Public Hearing before the Board of Supervisors: The Applicant for a Conditional Use shall provide at least 10 days' advance written notice, by certified mail, to adjacent property owners; such notice shall include: the time, place and purpose of the hearing, identification of the property involved, the nature and extent of the relief sought, together with the general nature of the question involved. **Please note, this is not due at the time of the application for Conditional Use. Certified mail receipts are to be presented by the Applicant at the Conditional Use hearing.**