

NORTH STRABANE TOWNSHIP PROCEDURE
SIMPLE SUBDIVISION APPROVAL (LESS THAN 5 LOTS)

1. CHECK WITH THE TOWNSHIP TO CONFIRM THE PARCELS TO BE CREATED WILL COMPLY WITH MINIMUM LOT SIZE, AREA AND BULK REGULATIONS IN THE ZONE DISTRICT THAT THE PROPERTY IS LOCATED.
2. DETERMINE THE TYPE OF SEWAGE FACILITIES IN THE AREA. IF IT IS PUBLIC SEWAGE, OBTAIN A POSTCARD FROM THE TOWNSHIP OFFICE TO SUBMIT TO THE DER FOR APPROPRIATE COMPONENTS. IF IT IS ON-LOT SEWAGE, PERC TESTS MUST BE DONE ON ALL NEW VACANT PARCELS AND VISUALS MUST BE DONE WITH EXISTING ON-LOT SYSTEMS.
3. EMPLOY THE SERVICES OF A PROFESSIONAL SURVEYOR, REGISTERED IN THE STATE OF PENNSYLVANIA TO SURVEY THE PROPERTY AND DO THE SUBDIVISION PLAT THAT IS TO BE RECORDED.
4. SUBMIT THE REQUIRED NUMBER OF COPIES OF THE SUBDIVISION PLAN TO THE WASHINGTON COUNTY PLANNING COMMISSION FOR THEIR REVIEW. FOR MORE INFORMATION, PLEASE CONTACT THEIR OFFICE AT 724-228-6811.
5. OBTAIN A SUBDIVISION APPLICATION AND SUBMIT TO THE TOWNSHIP OFFICE, WITH THE REQUIRED FEE AND TWO (2) COPIES OF THE PLAN NO LATER THAN 20 DAYS PRIOR TO THE PLANNING COMMISSION MEETING, 3RD MONDAY OF EACH MONTH. A COMPLETED PLANNING MODULE AND WASHINGTON COUNTY PLANNING COMMISSION REVIEW MUST BE SUBMITTED AT THE SAME TIME. IF ANY OF THE ABOVE REQUIREMENTS ARE MISSING, THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND WILL NOT BE PLACED ON THE PLANNING COMMISSION AGENDA.
6. ONCE THE PLANNING COMMISSION HAS GIVEN FINAL APPROVAL OF THE SUBDIVISION, IT WILL BE PLACED ON THE AGENDA OF THE NEXT SCHEDULED BOARD OF SUPERVISORS MEETING FOR THEIR APPROVAL.
7. AFTER FINAL APPROVAL OF THE BOARD OF SUPERVISORS, THE PLAN MUST BE RECORDED AT THE COUNTY RECORDER OF DEEDS OFFICE WITHIN NINETY (90) DAYS OR IT WILL BECOME NULL AND VOID.
8. SUBMIT ONE COPY OF THE RECORDED PLAN TO THE TOWNSHIP OFFICE FOR OUR FILES.

NOTE: FOR MAJOR SUBDIVISIONS (5 OR MORE LOTS) A COPY OF OUR SUBDIVISION AND LAND DEVELOPMENT ORDINANCE SHOULD BE PURCHASED FOR FURTHER REQUIREMENTS.