



# BOROUGH OF NEW BRIGHTON

## SUBDIVISION / LOT CONSOLIDATION APPLICATION

1. PROPERTY OWNER(S): \_\_\_\_\_

2. PROPERTY OWNER(S) ADDRESS: \_\_\_\_\_

\_\_\_\_\_

3. TELEPHONE: HOME \_\_\_\_\_ WORK \_\_\_\_\_

4. ADDRESS OF PROPOSED SUBDIVISION: \_\_\_\_\_

BETWEEN: \_\_\_\_\_ AND \_\_\_\_\_  
(CROSS STREET) (CROSS STREET)

ZONING DISTRICT: \_\_\_\_\_ PARCEL #: \_\_\_\_\_ LOT SIZE: \_\_\_\_\_

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**INSTRUCTIONS:** ALL INFORMATION REQUESTED MUST BE FURNISHED BEFORE THE APPLICATION CAN BE PROCESSED: A COMPLETED APPLICATION, ONE (1) MYLAR, FIVE (5) FULL-SIZE COPIES OF THE REQUESTED SUBDIVISION, ONE (1) REDUCED, 11" X 17", COPY OF THE REQUESTED SUBDIVISION, AND ALL REQUIRED FEES SHALL BE SUBMITTED TO THE BOROUGH OF NEW BRIGHTON AT LEAST FOURTEEN (14) DAYS PRIOR TO THE DATE OF THE NEW BRIGHTON PLANNING COMMISSION MEETING (REGULAR MEETING DATE IS THE 1<sup>ST</sup> WEDNESDAY OF EACH MONTH.)

**FEES:** FOUR (4) SEPARATE CHECKS:

\$55.00	PAYABLE TO BOROUGH OF NEW BRIGHTON	APPLICATION FEE
\$75.00 PLUS \$10.00 PER LOT INVOLVED IN SUBDIVISION REQUEST	PAYABLE TO BEAVER COUNTY PLANNING COMMISSION	REVIEW FEE
\$60.00	PAYABLE TO BEAVER COUNTY RECORDER OF DEEDS	RECORDING FEE
\$20.00	PAYABLE TO BEAVER COUNTY RECORDER OF DEEDS	COPY FEE

UPON FINAL APPROVAL, THE BOROUGH WILL RECORD THE PLAN AND MAIL A COPY TO THE OWNER(S).

**PLEASE READ CAREFULLY:**

APPLICATIONS WILL NOT BE ACCEPTED UNLESS COMPLETED IN FULL, SIGNED, AND THE FEES ARE PAID IN FULL. ONE (1) MYLAR, FIVE (5) FULL-SIZE COPIES OF THE REQUESTED SUBDIVISION, AND ONE (1) REDUCED, 11" X 17", COPY OF THE REQUESTED SUBDIVISION SHALL BE SUBMITTED TO THE BOROUGH OF NEW BRIGHTON. \_\_\_\_\_  
(INITIAL HERE)

ALL SUBMITTALS TO THE BEAVER COUNTY PLANNING COMMISSION MUST BE MADE BY THE END OF THE FIRST BUSINESS DAY OF THE MONTH IN ORDER TO BE REVIEWED AT THAT MONTH'S MEETING. THE BEAVER COUNTY PLANNING COMMISSION REQUIRES TWO (2), INCLUDED IN THE FIVE (5) COPIES SUBMITTED TO THE BOROUGH, PAPER COPIES OF THE MYLAR BE SUBMITTED FOR REVIEW. THE BOROUGH WILL RETAIN THE MYLAR UNTIL ALL REVIEWS ARE COMPLETED. THE BOROUGH OF NEW BRIGHTON WILL SUBMIT THE PLANS TO THE BEAVER COUNTY PLANNING COMMISSION.

THE BEAVER COUNTY PLANNING COMMISSION WILL NOT ACCEPT SUBDIVISION PROPOSALS UNLESS THE PLANS ARE SIGNED, EXECUTED, AND NOTARIZED BY THE OWNER, DEVELOPER, OR OFFICIAL APPLICANT AND SIGNED AND SEALED BY A REGISTERED SURVEYOR, ENGINEER, OR ARCHITECT. THE MYLAR SHOULD BE SIGNED IN A DARK INK COLOR. THE BOROUGH SUGGESTS THAT A FINE POINT SHARPIE MARKER, OR SIMILAR PEN, BE USED. \_\_\_\_\_  
(INITIAL HERE)

THE BEAVER COUNTY PLANNING COMMISSION WILL NOT SIGN MYLARS UNTIL THE OWNER, NOTARY, SURVEYOR, NEW BRIGHTON PLANNING COMMISSION, AND BOROUGH OFFICIALS HAVE SIGNED AND EXECUTED THE MYLAR.

MYLARS MUST BE NO LARGER THAN 24" X 36" TO BE ACCEPTED FOR RECORDING. IF THE MYLAR IS LARGER, AN OVERSIZE FEE OF \$95.00 WILL BE CHARGED. ORIGINAL MYLARS MUST BE PRESENTED FOR RECORDING. DARK, SMUDGED, UNCLEAR, AND/OR ILLEGIBLE PLANS WILL BE REJECTED. \_\_\_\_\_ (INITIAL HERE)

IT MAY BE NECESSARY FOR A ZONING VARIANCE TO BE GRANTED PRIOR TO THE REVIEW OF THE SUBDIVISION REQUEST BY THE BEAVER COUNTY AND NEW BRIGHTON PLANNING COMMISSIONS. IF THE SUBDIVISION REQUEST DOES NOT MEET THE REQUIREMENTS OF THE NEW BRIGHTON ZONING ORDINANCE, A ZONING VARIANCE IS REQUIRED. THE FEE FOR A ZONING VARIANCE IS FIVE HUNDRED DOLLARS (\$500.00) AND IS NOT REFUNDABLE IF THE VARIANCE REQUEST IS DENIED. \_\_\_\_\_ (INITIAL HERE)

I / WE THE UNDERSIGNED, CERTIFY THAT THE INFORMATION ABOVE AND ATTACHED IS TRUE AND CORRECT AT I / WE BELIEVE.

APPLICANT(S)' SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

# FOR BOROUGH OF NEW BRIGHTON OFFICE USE ONLY

APPLICATION / FEES RECEIVED

DATE: \_\_\_\_\_

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SUBMITTED TO BEAVER COUNTY PLANNING COMMISSION: \_\_\_\_\_

BEAVER COUNTY PLANNING COMMISSION MEETING DATE: \_\_\_\_\_

RECOMMENDATION: APPROVED (  ) DISAPPROVED (  )

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NEW BRIGHTON PLANNING COMMISSION MEETING DATE: \_\_\_\_\_

RECOMMENDATION: APPROVED (  ) DISAPPROVED (  )

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BOROUGH COUNCIL MEETING DATE: \_\_\_\_\_

VOTE: APPROVED (  ) DISAPPROVED (  )

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ZONING VARIANCE REQUIRED? (  ) YES (  ) NO

CODE / ZONING HEARING BOARD DATE: \_\_\_\_\_

VOTE: APPROVED (  ) DISAPPROVED (  )

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## **SUBDIVISION APPROVAL**

APPROVED (  ) DISAPPROVED (  ) \_\_\_\_\_ DATE: \_\_\_\_\_

ZONING OFFICER  
THOMAS J. ALBANESE

**NOTES:**