

SITE PLAN SUBMISSION REQUIREMENTS

1. The Newville Borough Planning Commission meets on the second Wednesday of each month at 7:30PM in the Newville Borough Office. THE DEADLINE FOR THE SUBMISSION OF SITE PLAN APPLICATIONS IS SEVEN (7) DAYS PRIOR THE REGULAR MONTHLY MEETING.
2. Applicants MUST hold a pre-submission conference with the Zoning Officer prior to submitting their Site Plan application form. The purpose of the pre-submission conference is to determine conformability with the Zoning Ordinance as well as other pertinent borough ordinances. Applicants are also welcome to meet informally with the Planning Commission prior to the formal submission of a site development plan, to present a conceptual plan for comment.
3. Standard site development plans affecting a parcel of less than one (1) acre must be prepared on forms provided by the municipality. Supplemental drawings and attachments must be submitted on 8 1/2" X 11" white paper.
4. Drawings should be prepared as close to scale. Applicants are urged to provide as much detail as possible when completing drawings. All measurements should be exact. No approximations will be accepted.
5. Applicants wishing to develop a parcel larger than one (1) acre must follow the Site Development Plan requirements set forth in Section 8.3 of the Newville Zoning Ordinance.
6. Subdivision and Land Development Plans must follow the provisions of Ordinance 2002-01.
7. Should new water or sewer services be required, or if a modification to existing water and sewer services is required the applicant must first secure approval of the Newville Water and Sewer Authority, prior to the submission of a site plan.
8. All site plan applications must include the name and address of the applicant, and telephone number. If the property is owned by someone other than the applicant, the name, address and telephone numbers of each property owner must be provided.
9. The Newville Borough Planning Commission is a recommending body. ALL site development plans reviewed and recommended for approval shall not be deemed formally approved until acted on by the Newville Borough Council. The Borough Council meets on the last Tuesday of each month at 7:00PM in the Borough Office.
10. Site Plan Conditions shall be binding upon the applicant once approved by the Newville Borough Council.

SITE PLAN REVIEW APPLICATION

Form No. 100-1-10-01-001

APPLICANT INFORMATION:

Applicant Name _____

Owner's Name _____

Address _____

City, State, Zip _____

Telephone _____

Address _____

City, State, Zip _____

Telephone _____

PROPERTY INFORMATION:

Parcel # _____

Total Lot Area _____

Flood Plain _____

Zone District: _____

Current Use: _____

Proposed Use: _____

Demolition Required _____

DEVELOPMENT PROPOSAL: - EXPLAIN IN DETAIL THE PROPOSED DEVELOPMENT OF THIS PROPERTY -

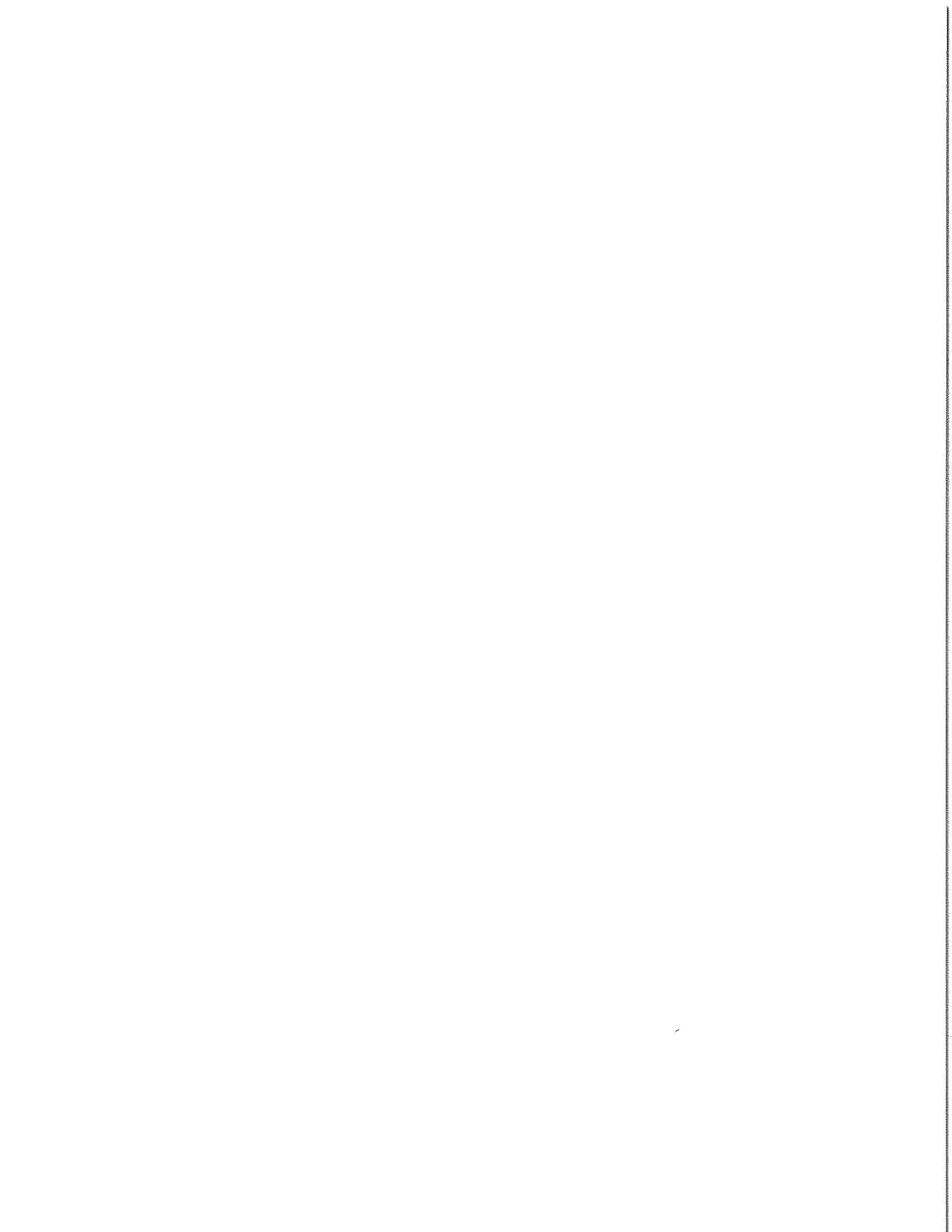
STAFF REVIEW:

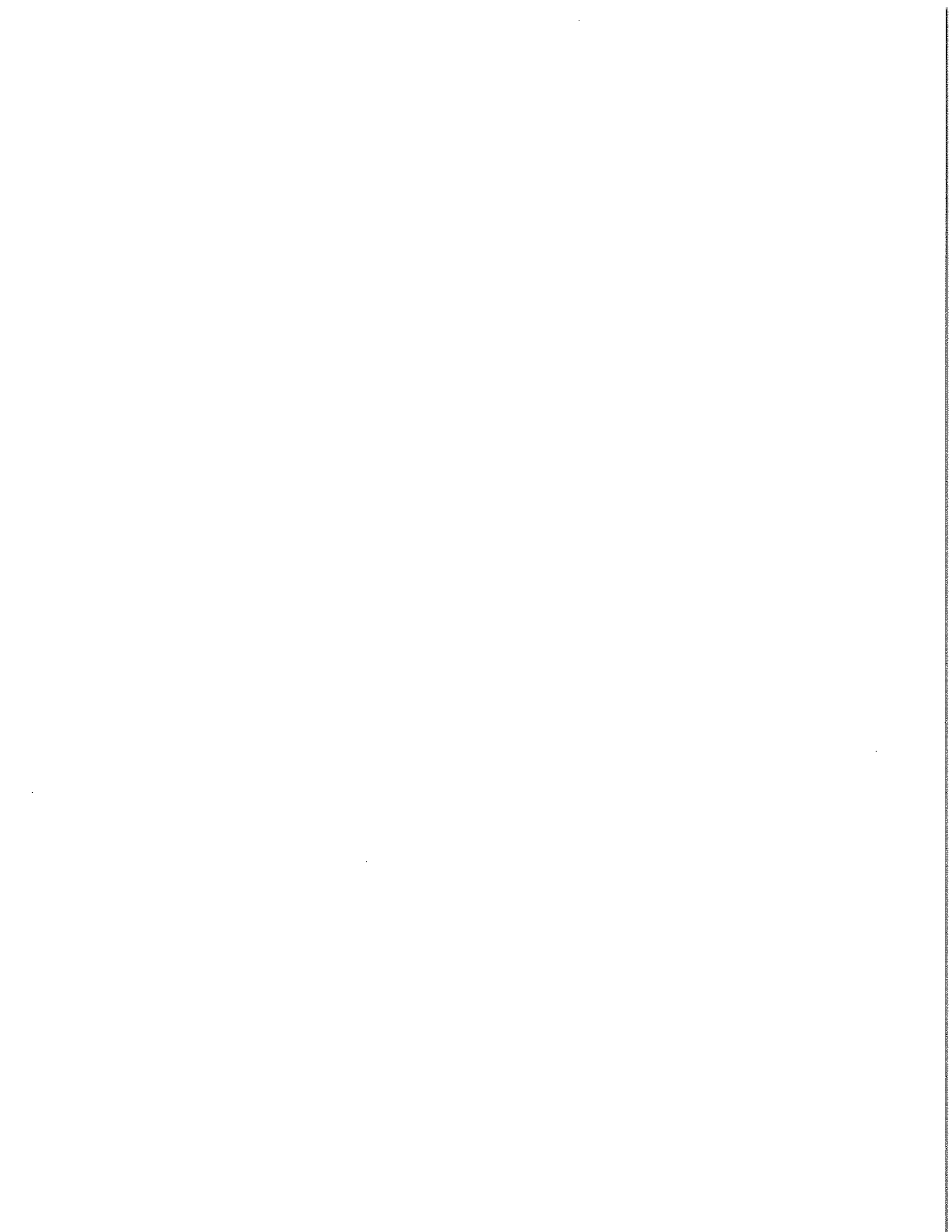
SET BACKS	Required by Ord	Shown on Plan
FRONT	_____	_____
REAR	_____	_____
SIDE 1	_____	_____
SIDE 2	_____	_____
LOT SIZE	_____ sf.	_____ sf.

	Required	Available
PARKING	_____	_____
RIGHT OF WAYS	_____	_____
OPEN SPACE	_____ sf.	_____ sf.
UTILITIES		
WATER	_____	_____
SEWER	_____	_____
ELECTRIC	_____	_____

Review Prepared By _____

Title _____





PLANNING COMMISSION SITE PLAN REVIEW APPLICATION

GENERAL COMMENTS:

RECOMMENDED CONDITIONS OF APPROVAL:

FINAL APPROVED CONDITIONS

PLANNING COMMISSION (Chairman) _____

DATE _____

SECRETARY _____

DATE _____

APPLICANT SIGNATURE _____

DATE _____

REVIEWED AND APPROVED BY NEWVILLE BOROUGH COUNCIL _____

DATE

Applicant: _____ Address: _____

SITE PLAN