

LOT LINE REVISION or LOT LINE CONSOLIDATION GUIDE AND CHECK LIST

1. Slippery Rock Township Application and Fee information:

- a. Contact SLIPPERY ROCK TWP at 724-794-2369. Receive and complete application & checklist.
- b. Pay fees. All **fees must be paid** prior to review of plan.
- c. Plans (10 copies), application/checklist & fees must be **submitted two weeks prior** the Slippery Rock Planning Commission meeting. (see below for meeting dates)
- d. Recommended (but not required) that a representative and/or landowner/developer attend the Planning Commission and Supervisors Meetings. (see below for meeting dates)

2. Submission and approval of plan from Butler County Planning Commission (BCPC):

- a. Applicant will forward the plan to BCPC at 724-284-5300 for review. BCPC has a fee associated with this review and it must accompany submission/application. Reference Butler County Website: butlercountypa.gov

3. Submission and approval from Slippery Rock Planning Commission and Board of Supervisors:

- a. Recommended (but not required) that a representative and/or landowner/developer attend the Slippery Rock Planning Commission and Supervisors' meetings, dates as follows: (Schedule of actual dates also included in packet)

Slippery Rock Planning Commission meets on the (2nd Monday of each month unless otherwise advertised). (schedule in packet)

Supervisors meet on the (2nd Monday of each month @ 8:00 p.m. and the 4th Monday of each month @ 3:00 p.m. unless otherwise advertised) (schedule in packet)

- b. Addresses for new lots coordinate with SRPC whom will coordinate with 911 and SR Post office

Both meetings will be held at Slippery Rock Township Building, 155 Branchton Road, Slippery Rock, PA 16057

- c. After **all the reviews, recommendations and approvals are completed** the plan will need to be recorded. (see below)

4. Recording the Plan: Applicant/Developer

- a. Record at the Butler County Recorder of Deeds (**WITHIN NINETY DAYS OF APPROVAL OF PLAN**). BC Recorder of Deeds, Floor L, County Govt. Center, 124 West Diamond St, Butler PA., 16003 PH: 724-284-5340
- b. Pay fee to County.
- c. Submit copy of proof of recording to the township. BC Recorder of Deeds can make a copy for submission to the TWP – please call them at least ½ hour prior to your arrival- they need to warm up their copier.

Note: if this process is not completed, (within the ninety (90) days), the process may have to start all over again and additional fees will be associated.

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This guideline is provided as a courtesy and does not supercede the Township Ordinance(s). Property owners or developers are encouraged to obtain and review a copy of all applicable Township Ordinance(s).

1. Submitted to SR TWP office:
Application & Checklist _____
Paid Fees _____
Plans (10 copies) _____
2. Submitted Plans, Application and fees to Butler County Planning Commission _____ Date: _____
3. Attend Slippery Rock Planning Commission meeting (recommended but not required) _____
4. Addresses reviewed to be coordinated by SR Twp. with 911 and SR Post Office _____
5. Attend Slippery Rock Supervisors meeting (recommended but not required) _____
6. Record plan after all recommendations, reviews and approvals are completed _____
7. Submit copy of recorded plan to the SR TWP office within 90 days of approval _____