

ZONING APPLICATION CHECKLIST FOR NEW CONSTRUCTION

The following checklist will aid you (the applicant) in gathering the proper documents required to obtain a Zoning Permit. However, this is a general guide ONLY.

A copy of the following documents shall be submitted to the Zoning Office:

- Completed Zoning Application
- Permit Fee to be determined by the Zoning Officer
- Sewage Disposal Permit and Application, and Soil Test result. These items are available from the Sewage Enforcement Officer. Five (5) copies of the Sewage Design and Supporting Data must be submitted by the applicant to the Sewage Enforcement Officer for issuance of a Septic Permit.
- Completed Driveway Permit Application or PennDOT Occupancy Permit
- Proof of Ownership (copy of the deed, tax bill or agreement of sale)
- Completed Certification of Iron Pin Placement
- Complete Set of Floor Plans (Reduced size 8x11 or 8x14)
- Compliance with the Subdivision requirements including Federal, State and Local Laws. (Township engineer's review of grading plan prior to issuance of a Zoning Permit)
- Four (4) copies of the Plot/Lot Grading Plan and Supporting Data prepared by an engineer, to be submitted to the Zoning Office. (Zoning office forwards two copies to the Township Engineer for grading plan review)
MUST SPECIFY LOT AREA AND BUILDING AREA ON GRADING PLAN.
- Before the Zoning Permit is issued, the lot must be staked showing the location of the proposed building, well, septic bed and driveway and/or parking area.
- Your contractor must supply us with proof of Workman's Compensation/Liability Insurance.
- The applicant must provide an approved container on site to hold the construction debris.