



**WEST PENNSBORO TOWNSHIP,
CUMBERLAND COUNTY, PA
ZONING PERMIT APPLICATION NO. _____**
(Section 701)

DATE: _____

1. GENERAL INFORMATION

Name of Applicant(s) _____

Address _____

Telephone No. _____ Email: _____

Name & Address of Landowner on Record _____

Subject Property Address _____

Tax Parcel Identification No. _____ Subject Property Zone _____

Telephone No. _____ Email: _____

General Description of Proposed Use _____

Name, Address, Telephone of Contractor/Architect _____

2. BUILDING INFORMATION

Proposed work will involve (new construction, addition, alteration, repair, replacement, other) _____

Total building size - _____ square feet, Total floor area _____ square feet.

Maximum height of building _____ No. of stories _____

Type of Construction (stone, brick, frame, stucco, concrete, metal, combination, other) _____

Describe any freestanding accessory structures _____

Value of completed building, alteration or improvement _____

Estimated completion date _____

3. LOT INFORMATION

Total lot area _____ square feet (1 acre = 43,560 square feet).

Lot width at frontage _____ and at building setback _____.

Lot depth _____ Is this a corner lot? _____ Yes _____ No

Total lot coverage (all impervious surfaces) _____ sq. ft. _____ % of lot area.

4. UTILITIES INFORMATION

Sewage disposal system (public, on-lot, holding tank, other) _____

Does the proposed use comply with Section 316? _____

Water supply (public, on-lot well) _____

5. SETBACKS

Required Provided

Front yard _____ _____

Side yard(s) _____ _____

Rear yard(s) _____ _____

Required separation between buildings
located on the same property. _____ _____

6. GENERAL PROVISIONS

Do all accessory uses comply with Section 301? _____

Are driveway or access drive requirements met (Sections 309 & 310)? _____

Off-street of parking spaces (Section 311.19) Required _____ Provided _____

Does parking lot comply with design standards in Section 311? _____

Off-street loading spaces (Section 312.11) Required _____ Provided _____

Does off-street loading comply with design standards in (Section 312)? _____

Have landscaping/screening requirements been satisfied (Section 313)?

Describe the exact size, dimensions, location, type of construction and use classification for any sign(s); is there compliance with (Section 314)? _____

7. GENERAL ZONING PERMIT REQUIREMENTS - All proposed uses shall require the submission of those materials listed in Section 701.2.A. of the Zoning Ordinance. _____

8. FLOODPLAIN - All uses proposed within the Floodplain Zone shall require the submission of those items listed in Section 701.2.B. of the Zoning Ordinance. _____

9. RIPARIAN BUFFER ZONE – All uses proposed within a Riparian Buffer Zone shall require the submission of materials to demonstrate compliance with Section 231 of this Ordinance. _____

10. COMMERCIAL & INDUSTRIAL USES - All uses proposed in any Commercial or Industrial Zone shall require the submission of those materials listed in Section 701.3. of the Zoning Ordinance. _____

11. CONDITIONS OF APPROVAL - Has the proposed use been granted needed approvals for special exceptions, conditional uses and/or variances? _____ If yes, does the application comply with any conditions attached to the granting of these approvals? _____

12. SITE PLAN

Please attach an accurate sketch of the subject property depicting the size and shape of the lot, the exact location and dimensions of structures, outdoor storage areas, off-street parking and loading spaces, required setbacks, landscape strips and/or screens, driveways or access drives, proposed signs, and any other permanent feature of the proposed use.

13. FEES (Section 703)

Total value of construction and improvements _____

Total fee for building permit application _____ Date received _____

14. SIGNATURE

The Zoning Officer does not guarantee, or in any way give any opinions as to the location or use of an applicant's structure. A Zoning Permit only reflects conformance of the plan, as applied to zoning laws. The applicant alone bears the responsibility of insuring that his/her lot, structures, and uses thereon, do not violate other laws, regulations, or the rights of neighbors and other parties. Applicant acknowledges that he/she has not relied on any oral or written statements of any officer of the Township, as to any matters other than zoning. In order to ensure that the review processes and administration of this Zoning Ordinance are accomplished in a manner that is readily accessible to all citizens of the Township, any information and/or plans submitted associated with any application, permit, petition, appeal or any other request shall be provided in a form that is reproducible, without restriction, by any and all interested parties and/or the general public. The submission of copyrighted materials will not be accepted. I hereby certify that the information submitted in accordance with this application is correct, and I further agree to pay for those costs outlined above. I also agree to display this permit in accordance with Section 701.1.P. and notify the Zoning Officer when the actions granted by this permit have been completed and prior to occupancy.

Applicant's Signature , _____ **Date**

15. PERMIT ACTION (Section 701)

Date of receipt of complete application

Date of receipt of application fee

Action on permit and date of action (within 90 days of application):
_____ Approved _____ Denied Date of action: _____

Reasons for Denial

16. CERTIFICATE OF ZONING COMPLIANCE

As part of this zoning permit the applicant must also obtain a certificate of Zoning Compliance prior to use and/or occupancy of any structure, building, sign, land and/or portion thereof. When the work described in this zoning permit is completed, the applicant shall notify the Zoning Officer by telephone or mail that the site is ready for final inspection. Failure to do so shall constitute a violation of the Zoning Ordinance and shall be subject to all applicable penalties and fines.

Applicant's Signature _____ **Date**

Date of notification of permitted work completion _____

Date of site inspection _____

Date of issuance of certificate of zoning compliance _____

List of discovered violations _____

Re-notification of work completion _____

Re-inspection of site _____

Findings _____

FOLLOW-UP NOTES:

Municipal Notice to Conservation District for Earth Disturbance/Building Permit

Please fill out or have the applicant fill out the information below to determine the need for an erosion control plan or NPDES permit for earth disturbance projects. As per DEP regulations, the municipality shall notify the District of any projects that disturb one acre or more. You may FAX or e-mail the completed form to the District. The District will respond to the municipality within five days of receiving the form.

Municipality: _____

Applicant: _____

Address: _____

Phone number/Email: _____

Type of project: Residential/Commercial/Other: _____

Please circle

Does your project propose an earth disturbance of more than 5000 square feet?

Yes Please answer next question.

No No further information required, however E&S BMP's may still be necessary on your project.

Does your project propose an earth disturbance of 1 acre or more?

Yes NPDES Permit is required, unless part of a project that already has permit coverage.

No If greater than 5000 square feet, and less than 1 acre, a written erosion control plan is required.

Project name and/or NPDES permit number if already permitted: _____

For additional assistance contact:

Cumberland County Conservation District
310 Allen Road, Suite 301
Carlisle, PA 17013

717-240-7812
FAX: 717-240-7813

Vince McCollum: vmccollum@ccpa.net

Matt Stough: mstough@ccpa.net

District Use:

Technician _____

Project requires an NPDES Permit? Yes No

NPDES Permit Application received by the Conservation District? Yes No

NPDES Permit acknowledged or issued? Yes No

Applicant Signature: _____