

Tax Map # _____

Permit # _____



MOUNT JOY TOWNSHIP (Lancaster County)
8853 Elizabethtown Road, Elizabethtown, PA 17022 (717) 367-8917

ZONING/BUILDING PERMIT APPLICATION

Check or Cash only accepted for payment /Allow 3 weeks to process permits!

Property Location: _____

Property Owner: _____ Phone # _____

Property Owner Address: _____ E-mail: _____

Applicant/Contractor: _____ Phone # _____

Address: _____ E-mail: _____

PA Contractor # _____ **Project Cost (Materials & Labor):** \$ _____

Purpose of Permit Request:

- New Construction
- Alteration to Existing Structure
- Addition to Existing Structure
- Demolition of Existing Structure
- Addition to Existing Structure
- Swimming Pool
- Deck
- Storage Shed
- Sign
- Fence
- Use & Occupancy (new construction, change use/Owner)
- Home Occupation
- Permit Renewal (Prior Permit # _____)
- Other _____

Proposed Project Information:

Existing Use: Residential Commercial Industrial Agricultural Other _____

Proposed Use: Residential Commercial Industrial Agricultural Other _____

Must Complete the following information: Alterations, Additions and New Construction (including sheds, swimming pools, patios, roofs, driveways) Dimensions of Proposed Addition or New Construction: _____

****Existing Impervious Coverage:** _____ **Proposed Additional Impervious Coverage** _____

Proposed Setbacks: _____ Front* _____ Side(s)** _____ Rear**

*Front yard setback measured from ultimate street right-of-way **Side and rear yard setbacks measured from property lines.

****MUST PROVIDE A PLOT PLAN SHOWING ALL IMPERVIOUS COVERAGE in Square Feet (includes footprint of dwelling, barn, garage, shed, carports, porches, gazebos, patio, swimming pools, sidewalks, driveway/parking areas, including stone and paving block covered areas, etc.)**

Brief Description of Project:

Type of Permit	Permit #	Fee	Date Paid	Check / Cash
Zoning Permit				
Renewal of Permit #				
Storm Water Exemption Permit				
Storm Water Small Project Permit				
Road Occupancy Permit				
Sign Permit				
Use & Occupancy Permit				
UCC Permit				

Total: \$ _____

Name of company responsible for accurately locating property lines: _____

If a driveway permit has been issued, indicate the date of issuance and permit number: _____

Will Public Water Service be Provided? Yes No If yes, Permit # _____

Will Public Sewer Service be Provided? Yes No If yes, Permit # _____

If On-lot Sewer Service has been approved for new construction, indicate the date of issuance and permit number:

Are there any Deed Restrictions and/or Easements located on your property? If so, describe them as they would pertain to your proposed project: _____

Are there any environmentally sensitive features (wetlands, drainage way and/or floodplains on the property)?

A plot plan showing existing and planned structures, existing and planned driveways and parking areas, interior and exterior storage areas, and all significant features such as floodplains, wetlands, easements, and drainage ways shall be submitted with all applications which include alterations, additions or new construction. The plan shall include measurements of setbacks from all property lines and from the centerline of any road frontage on the property. Until such a plan is submitted, this application shall not be considered complete and shall not be processed.

Signs:

Sign Type and Quantity (see Zoning Ordinance Article XXIV for definitions)

Directional Projecting Sign Electronic Message Center
 Freestanding Billboard Dynamic Display Sign
 Flat Wall Sign Other _____

Will the sign contain backlighting? Yes No

Will there be any flashing lights or other intermittent and rotating type illumination on the signs? Yes No

Overall dimensions of the proposed sign, incl. poles & pylons: _____ Height of Sign _____ Length _____ Width _____

Proposed sign setback from ultimate street right-of-way: _____

Purpose for the proposed sign: _____

Fences:

Proposed Setbacks: _____ Front* _____ Side(s)** _____ Rear**

*Front yard setback measured from ultimate street right-of-way **Side and rear yard setbacks measured from property lines.

Height of Fence: _____ Fence Material: _____

Will the fence block the view of motorists on a public road or driveway of neighboring properties? Yes No

Signature: _____
Property Owner

Signature: _____
Applicant/Contractor

Workers' Compensation Insurance Coverage Information

The Workers' Compensation Reform Act (Act 44 of 1993) effective August 31, 1993, requires all municipalities that issue Building/Zoning Permits to require proof of workers' compensations insurance prior to issuing a building/zoning permit to a contractor or to require an affidavit stating that the contractor is not required to carry workers' compensation insurance. **An affidavit, by statutory definition, must be notarized.**

Is the Applicant a contractor within the meaning of the Pennsylvania Workers' Compensation Law? Yes No

Insurance Information:

Name of Applicant: _____

A Certificate of Insurance is attached or will be provided via fax (No additional information below is required.)

Federal or State Employer Identification No: _____

The Applicant is a qualified self-insurer for workers' compensation. (Certificate must be attached.)

Worker's Compensation Insurance Policy No.: _____

Certificate must be attached as issued by Workers' Compensation Carrier naming Mount Joy Township as a policy certificate holder and indicating the Township shall be notified of the expiration or cancellation of the policy.

Policy Expiration Date: _____

Exemption:

Complete this section only if the applicant is a contractor claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania Worker's Compensation Law for one of the following reasons as indicated:

Contractor with no employees. **Contractor prohibited by law from employing any individuals to perform work pursuant to this permit unless contractor provides proof of insurance to the Township.**

Religious exemption under Workers' Compensation Law.

Subscribed and sworn before me this _____ day of _____, 20_____.

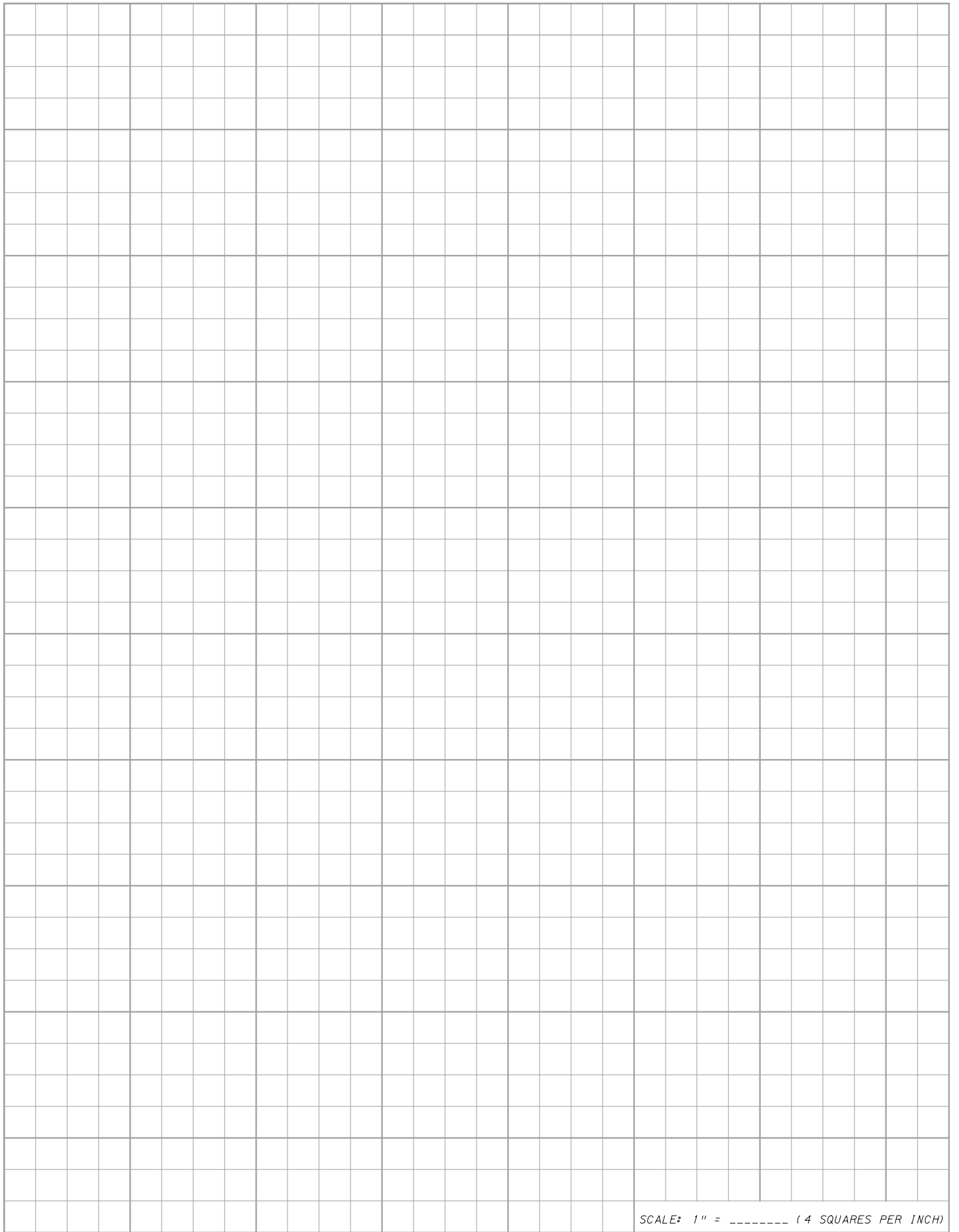
(Signature of Notary Public) (Seal)

My Commission expires: _____

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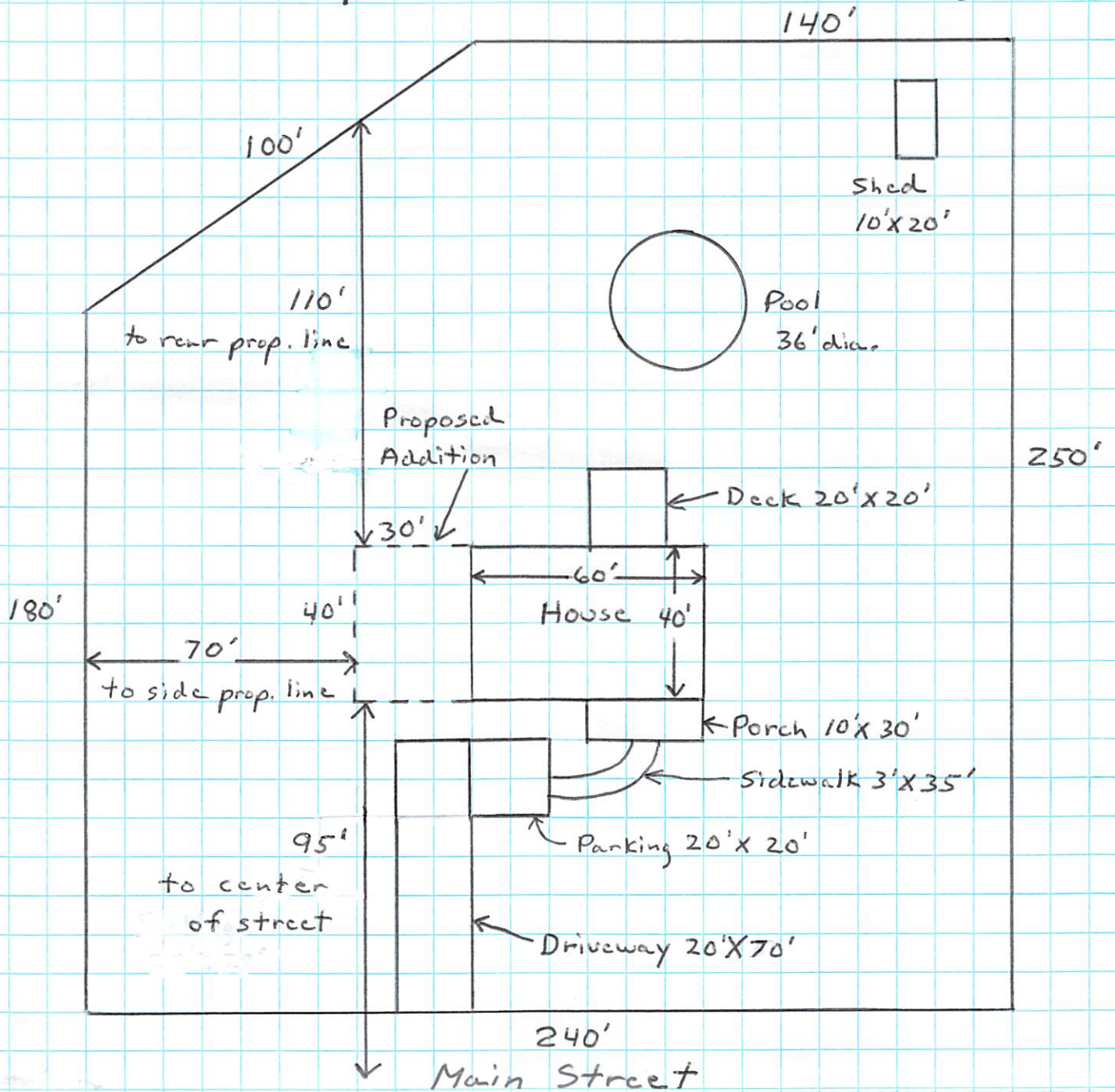
(Signature of Applicant)

PLOT PLAN



SCALE: 1" = _____ (4 SQUARES PER INCH)

Sample Plot Plan details required



Plot Plans for all improvements, excluding signs, must include the following information:

1. Lot shape and property line dimensions.
2. The location and dimensions of all existing improvements on the property, including, but not limited to houses, driveways, parking areas, garages, carports, porches, patios, sheds, decks, pools, gazebos, sidewalks, including stone and paving block covered areas, etc.
3. The description, location and dimensions of the proposed improvement, along with setback dimensions from the center of the front street, side and rear property lines.

Plot plans for SIGNS must only show the following:

1. Lot shape and dimensions.
2. Location of existing improvements, including number and dimensions of existing signs.
3. Location, description and full detailed dimensions of proposed sign, including setback dimensions from the center of the street, side and rear property lines.