BARRY ISETT & associates INC
MULTI-DISCIPLINE ENGINEERS AND CONSULTANTS

Mt. Wolf Borough
P.O. Box 458
Mt. Wolf, PA 17347

**** OFFICE USE ONLY ****

Date Received: _____
Zoning District: _____
Tax Parcel No.: _____
Zoning Permit No.: _____

APPLICATION FOR ZONING PERMIT

Application is hereby made for a permit in conformity with requirements of the Pennsylvania Municipalities Planning Code, Current Local Zoning Ordinance and any amendments thereto for the following described work:

I. PROPERTY INFORMATION

☐ **Residential** ☐ **Non-Residential**

Municipality: Development: Lot: Section:

Proposed Work Site Address: Tax Parcel ID:

Lot Width: Lot Depth: Lot Size: *(Acres or Sq.ft.)*

Property within Floodplain ☐ Yes ☐ No If Yes, Market Value of Property:

Do you have an elevation certificate ☐ Yes ☐ No If Yes, please attach a copy with submission

Property located in Historic District ☐ Yes ☐ No If Yes, also complete the Application for COA

II. CONTACT INFORMATION

Applicant: email:

Mailing Address: City: State: Zip:

Phone: Phone: Fax:

(If different than Applicant)
Property Owner: email:

Mailing Address: City: State: Zip:

Phone: Phone: Fax:

Contractor: email:

Mailing Address: City: State: Zip:

Phone: Phone: Fax:

III. CONSTRUCTION

☐ **Erect a Structure** ☐ Principal ☐ Accessory **Size** *(length, width and height) i.e., 20' L, 15' W, 12' H:* _____

☐ **Add to a Structure** ☐ Principal ☐ Accessory **Size** *(length, width and height) i.e., 20' L, 15' W, 12' H:* _____

☐ **Change of Use** Existing use: _____ Proposed use: _____

☐ **Erect a Fence** Height: _____ *(feet)* ☐ **Install a Swimming Pool** ☐ In-ground ☐ Above-ground

☐ **Erect a Sign** *(Provide sign proof along with plot plan)* ☐ **Sign Copy Change** *(Provide sign proof)*

Type: ☐ Wall Mounted ☐ Ground ☐ Roof ☐ Other *(Please Specify)*: _____

Height *(distance from top of sign to ground):* _____ *(feet)* **Size** *(length and height of sign face) i.e. 6' L x 18" H:* _____

☐ **Off-street Parking Area or Parking Lot** ☐ **Establish a Home Occupation**

☐ **Other** *(Please Specify):*

IV. PROJECT DESCRIPTION *Provide a narrative which explains the proposed project based upon the items checked in the previous section (III)*

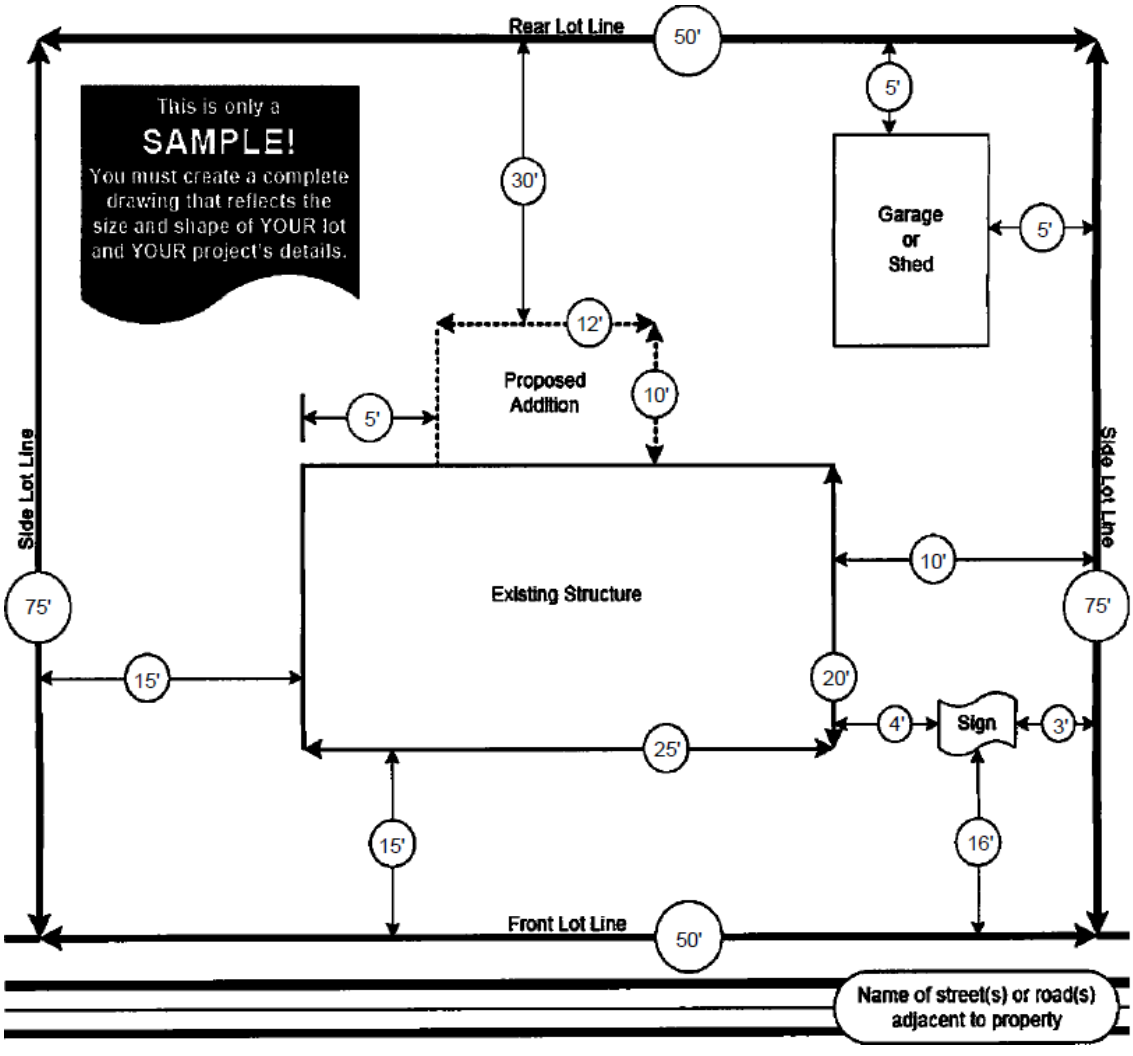
Cost of Construction: _____ **Street Access:** ☐ Municipal ☐ State ☐ Other

Sewage Disposal: ☐ Public Sewer ☐ On-Lot **Water Supply:** ☐ Public Sewer ☐ On-Lot

V. PLOT PLAN

PLEASE INCLUDE THE FOLLOWING:

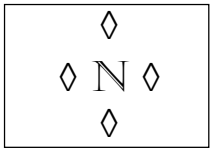
1. Indicate the length of all property lines
2. Show all existing and proposed structures on property and the distance from the structure to the property lines
3. Indicate name of streets abutting property
4. Identify all bodies of water and show distance to proposedstructure(s)
5. Show septic, well, driveway locations and distance from new structure toseptic
6. Label distances from principal structure to proposed accessory structure(s)
7. Physically mark property lines & proposed location of structure onsite prior to submitting zoning application



IMPERVIOUS COVERAGE

Proposed:_____*(Sq.ft.)* Existing:_____*(Sq.ft.)*

Address: _____



PLOT PLAN

** A survey or other prepared plot plan can be attached, in lieu of this sketch sheet.*

Approved by:_____ Date:_____ Permit No.: _____

I hereby authorize the Municipality Staff to perform inspections related to this application as may be required between the hours of 8 AM and 8 PM. The applicant understands and agrees to comply with the Pennsylvania Municipal Planning Code and Zoning Ordinance, as amended. All information supporting this application shall become part of the records of the Municipality, cannot be returned and may be examined by the public at any time during the normal working hours of the Municipal Office.

Application is hereby made for a permit to erect or alter a structure which shall be located as shown on the attached diagram/plot plan and/or to use the premises for the purposes herewith. The information which precedes, together with the plot plan/diagram, is made part of this application by the undersigned. It is understood and agreed by the applicant that any error, misstatement or misrepresentation of material, fact, either with or without intention on the part of this applicant, such as might or would operate to cause a refusal of this application or any change in the location, size or use of structure or land made subsequent to the issuance of this permit without approval of the Zoning Officer, shall constitute sufficient ground for the revocation of this permit.

Applicant Signature: **Date:**

Owner Signature: **Date:**

BOTH SIGNATURES ARE REQUIRED IF APPLICANT IS DIFFERENT THAN OWNER

**** OFFICE USE ONLY ****

Meeting Dates (if applicable)

Historic:_____ Approved: ☐ Yes ☐ No ZHB:

_____ Approved: ☐ Yes ☐ No

Planning:_____ Approved: ☐ Yes ☐ No Other:

_____ Approved: ☐ Yes ☐ No

PA UCC Construction Permit Required: ☐ Yes ☐ No

Action Taken: ☐ Approved ☐ Denied

Zoning Fee:_____ Application Fee Paid:_____

Balance Due:_____ Date Paid: _____

Zoning Officer Signature:_____ **Date:** _____

If the permit is denied, the zoning officer shall note the applicable sections/basis of denial below:

_____

_____

_____

_____

A copy of the zoning officer's official letter of denial shall be attached to this application.

Instructions:

1. Fill in the form completely.
2. If your project involves construction, installation, or expansion of a structure, walk, drive, pool, or other permanent item, attach a sketch to this application showing all existing and proposed structures, walks, drives as well as the measurements of each, the lot size, and the distances of each to the property lines.
3. Submit the completed form and sketch to the Borough Office at 345 Chestnut St. Mt. Wolf, PA 17347 or mail to Mt. Wolf Borough PO Box 458 Mt. Wolf, PA 17347

You must enclose the fee with the application. Note: Fee is non-refundable. The fee is:
$100.00 permit fee for up to $20,000 in construction costs. For every additional $1,000 in construction costs above $20,000, the permit fee will increase by $10.00, with a maximum permit fee of $400.00.

Residential fees are a flat rate that is applied to all residential work being performed.
Fee prices are for a maximum of one (1) inspection per category. Additional and failed inspections shall be billed at the minimum rate.

Additional inspections may be required after issuance of zoning permits as determined by the Zoning Officer. These inspections may be assessed at not less than $30 per visit as required due to the complexity, number of visits, or execution of work being done.

Make checks payable to "Mount Wolf Borough."

You can also submit the application and sketch at **office@mtwolfpa.gov**. If you choose this option, then you must mail the fee to the Borough office.

4. **THE PERMIT FEE IS: $_____**

5. The Zoning Officer will review your permit application to determine if your project meets all zoning requirements. Make sure you have a contact phone number or email address listed on the application in case there are any questions about your application.
6. If required, you must apply for a building permit with Barry Isett & Associates, Inc. Their phone number is (717) 839-2459. You must confirm with them whether you will have code inspections for work to be performed.
7. If you are constructing anything in a Flood Plain area, please consult the Flood Plain Ordinance enacted as Mount Wolf Borough Ordinance 2009-2 for additional requirements.
8. Please consult the ordinance addressing Illicit Discharge Detection and Elimination ("IDDE Ordinance" enacted as Mount Wolf Borough Ordinance 2009-3) to ensure compliance with storm water runoff management.