

# APPLICATION FOR RESIDENTIAL ZONING/ BUILDING PERMIT



**EAST HEMPFIELD TOWNSHIP**  
 1700 NISSLEY ROAD  
 LANDISVILLE, PA 17538  
 PHONE: (717) 898-3100  
 FAX: (717) 898-9486

DATE FILED \_\_\_\_\_ PERMIT NUMBER \_\_\_\_\_

PROPERTY OWNER'S NAME		PHONE NUMBER	
ADDRESS		CITY	STATE ZIP CODE
PROPERTY ACCOUNT NUMBER	ZONING	EXISTING USE	PROPOSED USE
SUBDIVISION	LOT NUMBER	HEIGHT OF STRUCTURE	NUMBER OF STORIES
CONTRACTOR'S NAME		PHONE NUMBER	
ADDRESS		CITY	STATE ZIP CODE
PROJECT CONTACT PERSON		PHONE NUMBER	
TENANT'S NAME (IF DIFFERENT THAN PROPERTY OWNER)		PHONE NUMBER	
PROJECT ADDRESS (IF DIFFERENT THAN PROPERTY OWNER)		CITY	STATE ZIP CODE

## 2 COPIES OF PLANS REQUIRED

DESCRIPTION OF WORK (CHECK ALL THAT APPLY)	<input type="checkbox"/> SINGLE FAMILY	<input type="checkbox"/> MULTI-FAMILY NO. UNITS _____
NEW BUILDING	<input type="checkbox"/> PORCH	<input type="checkbox"/> CHECK HERE IF A FLOODPLAIN OR AN EASEMENT IS LOCATED ON THE LOT
ADDITION	<input type="checkbox"/> GARAGE ATTACHED	<input type="checkbox"/> SWIMMING POOL ABOVE GROUND
ALTERATION	<input type="checkbox"/> GARAGE DETACHED	<input type="checkbox"/> SWIMMING POOL IN GROUND
DEMOLITION & DATE OF CONSTRUCTION	<input type="checkbox"/> DECK	<input type="checkbox"/> HOT TUB/SPA
OTHER	<input type="checkbox"/> SHED/OUTBUILDING	<input type="checkbox"/> FOUNDATION ONLY
	<input type="checkbox"/> CERTIFICATE OF OCCUPANCY	<input type="checkbox"/> CHANGE IN USE
		<input type="checkbox"/> ENERGY
		<input type="checkbox"/> ELECTRICAL
		<input type="checkbox"/> PLUMBING
		<input type="checkbox"/> HVAC
		<input type="checkbox"/> FIRE PROTECTION SYSTEM

BRIEF DESCRIPTION OF PROJECT \_\_\_\_\_

COST OF CONSTRUCTION \$ \_\_\_\_\_ SQUARE FOOTAGE \_\_\_\_\_

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the approved construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code amendments adopted by the Township. The property owner and applicant assume the responsibility of locating all property lines, back lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Township or any other governing body. The applicant certifies that he/she understands all the applicable codes, ordinances and regulations. Application for a permit shall be made by the owner or lessee of the building or structure, or authorized agent of either, or by the registered design professional employed in connection with the proposed work. I certify that the code official, or the code official's authorized representative, shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit. I agree that I am responsible for any fees incurred in reviewing proposed projects that I choose not to pursue.

Signature Owner/Agent Printed Name \_\_\_\_\_

Signature Owner/Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICIAL USE BELOW THIS LINE

## Contractor Information

<b>General Contractor</b>	General Contractor _____ Address _____ Phone _____ Fax _____ Cell _____
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<b>Demolition Contractor</b>	Demolition Contractor _____ Scope of Work _____ Asbestos Notification submitted by _____ Date _____
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<b>Framing Contractor</b>	Framing Contractor _____ Scope of Work _____
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<b>Electrical Contractor</b>	Electrical Contractor _____ Scope of Work _____
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<b>Plumbing Contractor</b>	Plumbing Contractor _____ Scope of Work _____
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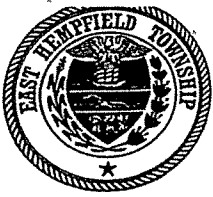
<b>Heating Contractor</b>	Heating Contractor _____ Scope of Work _____
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<b>Foundation Contractor</b>	Foundation Contractor _____ Scope of Work _____
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<b>Fire Prevention Contractor</b>	Fire Prevention Contractor _____ Scope of Work _____
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vide copies of all other applicable permits, certifications of licensing requirements, which may apply under the following:

1. Elevator or Lift Device Regulations
2. Boiler and Unfired Pressure Vessel Law
3. Propane and Liquefied Petroleum Gas Act
4. Health Care Facilities Act



**EAST HEMPFIELD TOWNSHIP**  
**STORMWATER MANAGEMENT EXEMPTION**

- 1) Article V, §260-28(C) allows an exemption to the Stormwater Management Ordinance for the cumulative installation of impervious surface of up to 1,000 square feet, or 5% of gross lot area, whichever is less. This is a lifetime cumulative amount per property starting June 2, 2014.
- 2) The Stormwater Officer may deny an exemption for complex projects or unique circumstances and require a small project application or regular stormwater management plan.
- 3) A Zoning Permit is required for all projects proposing new impervious surface, even if exempt from Stormwater Management.

**Project Property Address:** \_\_\_\_\_  
Street Address

\_\_\_\_\_

City State Zip

**Impervious Surface** (e.g., roof area, concrete, asphalt, stone/gravel, brick, etc.)

Added \_\_\_\_\_ (sf<sup>2</sup>) - Removed \_\_\_\_\_ (sf<sup>2</sup>) = Net Total (+/-) \_\_\_\_\_ (sf<sup>2</sup>)  
(if applicable)

**Owner/Applicant:** \_\_\_\_\_  
Print Name

\_\_\_\_\_

Signature Date

**Office Use Only:**

Property Account #: 290 - \_\_\_\_\_ - 00000      Permit #: \_\_\_\_\_

Property Size: \_\_\_\_\_ (sf<sup>2</sup>)      Afforded Exemption Area: \_\_\_\_\_ (sf<sup>2</sup>)

Exemption Area Claimed: \_\_\_\_\_ (sf<sup>2</sup>)      Exemption Area Available: \_\_\_\_\_ (sf<sup>2</sup>)  
 (Previous)

Exemption Area Claimed: \_\_\_\_\_ (sf<sup>2</sup>)      Exemption Area Remaining: \_\_\_\_\_ (sf<sup>2</sup>)  
 (Current Project)

**Associated Permits:**

APPROVED       DENIED

\_\_\_\_\_      \_\_\_\_\_  
Stormwater Officer Date

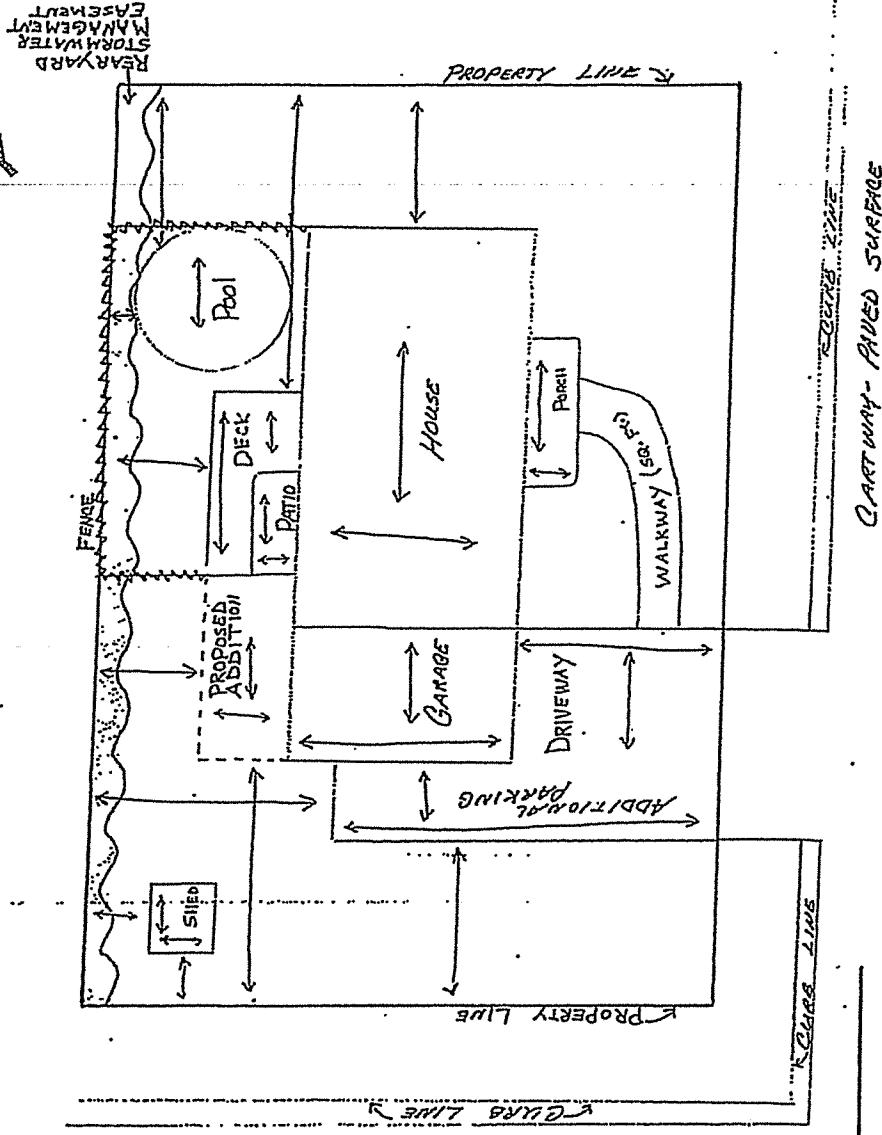
LOCATION/ADDRESS \_\_\_\_\_

**SAMPLE ONLY**

**BUILDING PERMIT PLOT PLAN REQUIREMENTS**

PLEASE PROVIDE A COMPLETE PLOT PLAN, USING THIS PLAN AS A GUIDE ONLY, SHOWING THE FOLLOWING INFORMATION:

1. DIMENSIONS OF ALL STRUCTURES ON THE LOT, INCLUDING DRIVEWAY WIDTH & LENGTH TO ROW LINE
2. DISTANCE OF ALL STRUCTURES ON THE LOT FROM FRONT, SIDE AND REAR PROPERTY LINES
3. LOCATION & DIMENSIONS OF ANY EASEMENTS OR ROW'S
4. DIMENSIONS OF THE LOT - LENGTH & WIDTH



**LOT SIZE** \_\_\_\_\_

**SITE PLAN REQUIRED. MUST SHOW LOCATIONS AND SQUARE FOOTAGE OF ALL BUILDINGS/STRUCTURES ON THE PROPERTY.**

**BUILDINGS/STRUCTURES ARE DEFINED AS: HOUSES, DETACHED GARAGES, SHEDS, DECKS, PATIOS, SIDEWALKS, DRIVEWAYS, ETC.**

**MUST ALSO SHOW TOTAL SQUARE FOOTAGE OF LOT. YOUR PERMIT MAY BE DENIED IF THIS INFORMATION IS NOT COMPLETE.**

A large grid of graph paper, consisting of 30 columns and 40 rows of small squares, intended for drawing a site plan. The grid is empty and occupies the majority of the page below the text instructions.

## What is Storm Water?

Storm water is water from precipitation that flows across the ground and pavement when it rains or when snow and ice melt. The water seeps into the ground or drains into what we call storm sewers. These are the drains you see at street corners or at low points on the sides of streets. Collectively, the draining water is called storm water runoff.

## Why is Storm Water "Good Rain Gone Wrong?"

Storm water becomes a problem when it picks up debris, chemicals, dirt, and other pollutants as it flows or when it causes flooding and erosion of stream banks. Storm water travels through a system of pipes and roadside ditches that make up storm sewer systems. It eventually flows directly to a lake, river, stream, wetland, or coastal water. All of the pollutants storm water carries along the way empty into our waters, too, because storm water does not get treated!



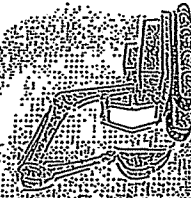
Pet wastes left on the ground get carried away by storm water, contributing harmful bacteria, parasites, and viruses to our water.



Vehicles drip: oil, grease, gasoline, antifreeze, brake fluids, etc. onto paved areas where storm water runoff carries them through storm drains and into our water.



Chemicals used to grow and maintain construction can wash into storm sewers. If not properly managed, they can be carried off into the water by rain or snowmelt. These chemicals can harm plants and animals.



Waste from chemical and material used in construction can wash into storm sewers. If not properly managed, they can be carried off into the water by rain or snowmelt. These chemicals can harm plants and animals.

## Where To Go To Continue The Information Flow

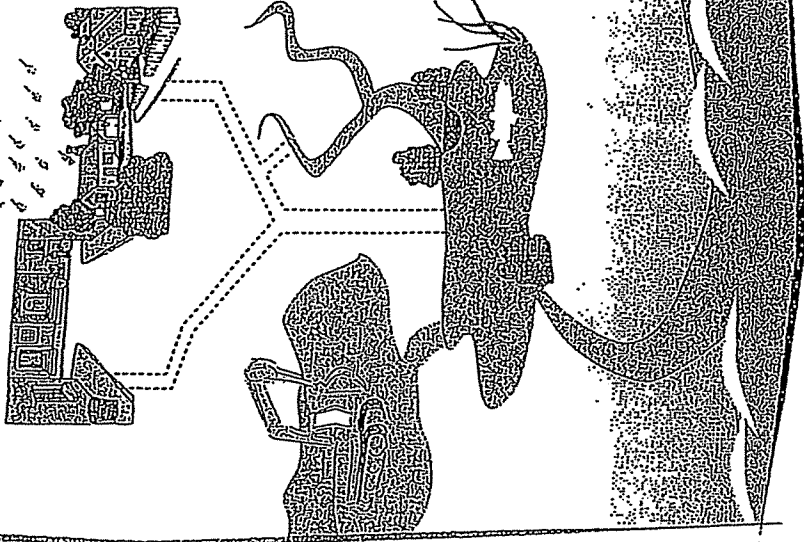
Your community is preventing storm water pollution through a storm water management program. This program addresses storm water pollution from construction, new development, illegal dumping to the storm sewer system, and pollution prevention and good housekeeping practices in municipal operations. It will also continue to educate the community and get everyone involved in making sure the only thing that storm water contributes to our water is... water! Contact your community's storm water management program coordinator or the Pennsylvania Department of Environmental Protection for more information about storm water management.



Pennsylvania Department of Environmental Protection  
www.dep.state.pa.us

# When It Rains, It Drains

Understanding Storm Water and How It Can Affect Your Money, Safety, Health, and the Environment



## Answers to Test Your Storm Sewer System Savvy:

1. Open - Part of the storm sewer system, most people think that the system is just a series of underground pipes. It can also include ditches used to convey storm water from the yard to a receiving lake, river, or stream.
2. Fire Hydrant - Not part of the storm sewer system. Water sprayed from fire hydrants is not storm water but is allowed by law to enter the storm sewer system.
3. Curb with Storm Drain Inlet - Part of the storm sewer system. Many people do not realize that this is an opening leading to the storm sewer system. Anything going into the inlet (e.g., rain, leaves, improperly disposed of hazardous materials) travel directly to a receiving lake, river, stream without being treated first. Many communities install storm drains with "Do Not Dump" messages to let people know.
4. Storm Sewer Outfall - Part of the storm sewer system. An outfall is where storm water drains from a pipe, culvert, or structure into a receiving lake, stream, or river. If there is a flow from an outfall when it isn't raining, there could be a problem with the system or someone has used a storm drain for illegally disposing of materials.
5. Trench - Not part of the storm sewer system. Water from leaks and toilets in houses and businesses may have a combined sewer system dedicated to carry sanitary waste, in some instances, older communities may have a combined sewer system dedicated to carry both storm water and sanitary waste.
6. Septic System - Not part of the storm sewer system. Homeowners use septic tanks to manage sanitary waste on-site. Improperly maintained septic systems can leak and contribute pollutants to the storm sewer system, as well as directly to lakes, rivers, and streams.
7. Roads and Other Paved Areas - Not part of the storm sewer system. Roads and other hardened surfaces such as parking lots and sidewalks can accumulate pollutants (e.g., oil, grease, dirt, tires, trash, pet wastes) that storm water eventually carries into the storm sewer system.
8. Storm Drain Inlet - Part of the storm sewer system. This is another example of what a storm drain may look like. Like the storm drain inlet shown in picture #2, anything that enters the drain will go directly to streams, rivers, and lakes without being treated first. It is important to recognize this as a storm drain to prevent it from being used as a trash can.

## What Happens When It Rains?

Rain is an important part of nature's water cycle, but there are times it can do more damage than good. Problems related to storm water runoff can include:



Flooding caused by too much storm water flowing over hardened surfaces such as roads and parking lots. Instead of soaking into the ground,

Increases in spending on maintaining storm drains and become clogged with large amounts of dirt and debris.



Debris in storm drains becomes pollutants that degrade important fish habitat.

More expensive treatment technologies to remove harmful pollutants carried by storm water into our



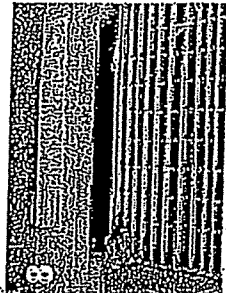
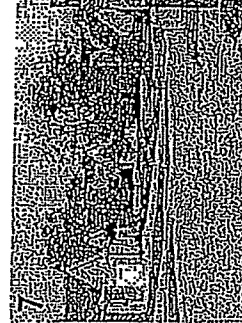
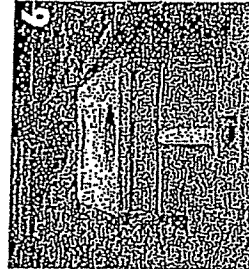
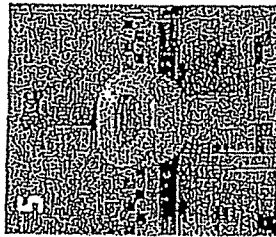
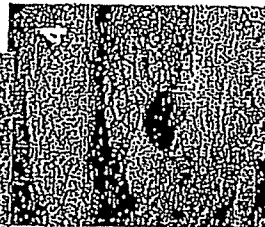
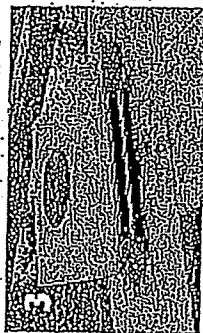
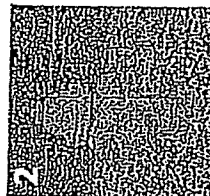
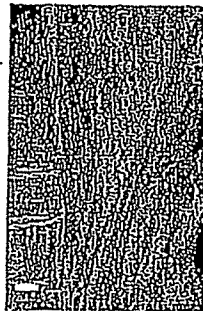
Closed beaches due to high levels of bacteria carried by storm water that make swimming unsafe.



We can help rain restore its good reputation while protecting our health and environment while saving money for ourselves and our community. Keep reading to find out how...

## Test Your Storm Sewer System Savvy!

What does the storm sewer system look like in your community? See if you can identify which pictures are part of the storm sewer system. (Answers are on the back.)



## Restoring Rain's Reputation: What Everyone Can Do To Help

Rain by nature is important for replenishing drinking water supplies, recreation, and healthy wildlife habitats. It only becomes a problem when pollutants from our activities like car maintenance, lawn care, and dog walking are left on the ground for rain to wash away. Here are some of the most important ways to prevent storm water pollution:

- 1 Properly dispose of hazardous substances such as used oil, cleaning supplies and paint—never pour them down any part of the storm sewer system and report anyone who does.
- 2 Use pesticides, fertilizers, and herbicides properly and efficiently to prevent excess runoff.
- 3 Look for signs of soil and other pollutants, such as debris and chemicals, leaving construction sites in storm water runoff or tracked into roads by construction vehicles. Report poorly managed construction sites that could impact storm water runoff to your community. (See the back of this brochure for contact information.)
- 4 Install innovative storm water practices on residential property, such as rain barrels or rain gardens, that capture storm water and keep it on site instead of letting it drain away into the storm sewer system.
- 5 Report any discharges from storm water outfalls during times of dry weather—a sign that there could be a problem with the storm sewer system.
- 6 Pick up after pets and dispose of their waste properly. No matter where pets make a mess—in a backyard or at the park—storm water runoff can carry pet waste from the land to the storm sewer system to a stream.
- 7 Store materials that could pollute storm water indoors and use containers for outdoor storage that do not rust or leak to eliminate exposure of materials to storm water.

EAST HEMPFIELD TOWNSHIP

WORKERS' COMPENSATION INSURANCE COVERAGE INFORMATION

A. The Applicant is:

1. A contractor within the meaning of Act 44 of the PA Workers Compensation Law

YES \_\_\_\_\_ NO \_\_\_\_\_ If the answer is YES, complete Section B & C below

2. A homeowner

YES \_\_\_\_\_ NO \_\_\_\_\_ If you are a homeowner applying for a Building Permit on behalf of a contractor, you may have to obtain verification that the contractor has Workers' Compensation coverage.

B. Insurance Information:

Name of Applicant: \_\_\_\_\_

Federal or State Employer Identification No. \_\_\_\_\_

Applicant is a qualified self-insurer for Workers' Compensation. Certificate Attached \_\_\_\_\_

Name of Workers' Compensation Insurer: \_\_\_\_\_

Workers' Compensation Insurance Policy No. \_\_\_\_\_

Certificate Attached \_\_\_\_\_ Policy Expiration Date \_\_\_\_\_

C. Exemption:

Complete and notarize Section C 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 Worker's Compensation Insurance under the provisions of PA Workers' Compensation Law for one of the following reasons:

\_\_\_\_\_ Contractor with no employees.

The contractor is prohibited by law from employing any individual to perform work pursuant to this building permit unless the contractor provides proof of insurance to the Township.

\_\_\_\_\_ Religious exemption under the PA Workers' Compensation Law.

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Signature of Applicant

Name of Firm \_\_\_\_\_

Address \_\_\_\_\_

My Commission Expires \_\_\_\_\_

(SEAL/STAMP)

Phone # \_\_\_\_\_ Date \_\_\_\_\_

Failure to submit all or part of this information will result in denial of the building permit.



## **Workers Compensation Reform Act of 1993**

Since August 31, 1993, Act 44, the Workers' Compensation Reform Act requires all Townships that issue building permits to ensure that a contractor has workers' compensation coverage for any employees upon application for a Building Permit.

Therefore, the attached form must be completed and submitted to the township with any application for a Building Permit.

Under the Act:

A contractor is any person who contracts to do certain work for a stipulated sum.

A homeowner is not considered to be a contractor.

If a contractor meets this definition, he must complete Section B of the Workers' Compensation Application and submit a copy of his Workers' Compensation Certificate, which includes the effective date of the coverage and the signature of the insurer.

The exemption section of the form (section C) must be completed if a contractor has no employees or has filed an application with the Department of Labor and Industry for a religious exemption. The contractor's Federal or State Employer Identification Number still must be submitted under Section B. Once completed, this section must be signed, notarized and submitted to the Township office.

After completing the application, please sign and return to East Hempfield Township with the building permit application.

Failure to submit all or part of this information will result in denial of the building permit.