

Application No: _____

Tax Parcel ID No: _____

Application Date: _____

Borough of Palmyra
Lebanon County, Pennsylvania

Application for Zoning/Building Permit

1. General Information:

Name of Applicant(s): _____

Address: _____ Phone #: _____

Property Address: _____

Property Owner Name: _____ Phone #: _____

Property Owner Address: _____

Contractor Name: _____ Phone #: _____

Contractor Address: _____

Zoning District: _____

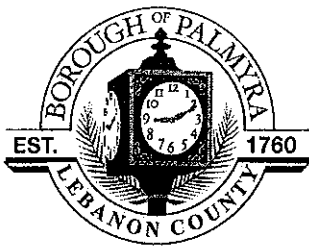
Total Value of Construction and Improvements: \$ _____

2. Purpose of Permit Request:

- | | |
|---|--|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Storage Shed |
| <input type="checkbox"/> Alteration to Existing Structure | <input type="checkbox"/> Sign Permit |
| <input type="checkbox"/> Addition to Existing Structure | <input type="checkbox"/> Use & Occupancy Permit (New Construction) |
| <input type="checkbox"/> Demolition of Existing Structure | <input type="checkbox"/> Use & Occupancy Permit (Home Occupation) |
| <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> Permit Renewal |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Other: _____ |

Type of Permit	Permit Number	Fee	Date Paid	Check/Cash
Zoning Permit				
Sign Permit				
Occupancy Permit				
UCC Permit				
Driveway Permit				

Total: \$ _____



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3. Lot & Building Information:

Total Lot Area: _____ square feet (1-acre = 43,560 square feet).

Lot Width = at Frontage: _____, at Building Setback: _____

Lot Depth = _____ Corner Lot? ____ Yes ____ No

Total Existing Lot Coverage (all impervious surfaces) = _____ sq. ft. _____ % of Lot Area

Proposed Additional Lot Coverage = _____ sq. ft. _____ % of Lot Area (New Total)

Brief Description of Project:*

***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 this application. 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.**

Total Building Size: _____ square feet Total Floor Area: _____ square feet

Maximum Height of the Building: _____ feet Number of Stories: _____

Dimensions of Proposed Addition or New Construction: _____

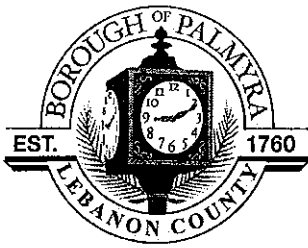
Type of Construction (stone, brick, frame, stucco, concrete, metal, combination, other):

Describe any Freestanding Accessory Structures: _____

Setbacks:	<u>Required</u>	<u>Proposed</u>
Front Yard:	_____	_____
Side Yard	_____	_____
Rear Yard	_____	_____
Building Separation	_____	_____

Sewage Disposal System (public sewer, on-lot septic, holding tank, other): _____

Water Supply (public, well, other): _____



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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, drainageways and/or floodplains) located on the property? If so, describe them as they would pertain to your proposed project:

Estimated Completion Date: _____

4. Home Occupations:

Briefly describe the business that is being proposed:

Approximately how many customers will routinely visit the site per day?

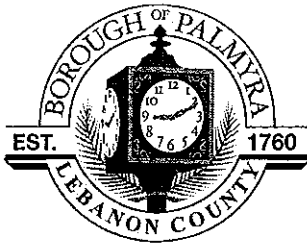
Will there be any signage on the site advertising the home occupation, if so what will the dimensions of the sign be?

How many employees will be required to perform the everyday tasks associated with the business?

Is there on-site parking readily available for the customers? If so, how many parking spaces are available?

Will there be any company vehicles stored on the site? If so, how many? _____

What work hours are being proposed for the business?



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7. Conditions of Approval:

Has the proposed use been granted any necessary approvals for special exceptions, conditional uses, and/or variances? Yes No N/A

If Yes, does the Application Comply with the Following Conditions Attached to the Granting of these Approvals:

Yes No

8. Signature:

I hereby authorize the designated Borough of Palmyra official to investigate, inspect, and examine the Property set forth herein, including land and structures, to determine compliance with the Borough of Palmyra Zoning Ordinance and to determine the accuracy of the statements contained herein.

I am aware that I cannot occupy the Property for the purpose of conducting the use set forth herein and cannot commence excavation or construction until a Zoning Permit has been issued by the Borough of Palmyra. I am aware that I cannot change the use of the Property herein until I have applied for and receive a Zoning Permit for such proposed use. By signing this Application, I certify that all facts in the Application and all accompanying documentation are true and correct. This Application is being made by me to induce official action on the part of the Borough of Palmyra, and I understand that any false statements made herein are being made subject to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorities.

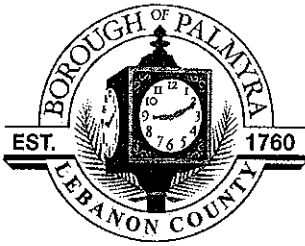
The issuance of a Zoning Permit is based upon the facts stated and representations made in this Application. A Zoning Permit may be revoked if the use and/or structure for which it has been issued violates any applicable Borough, County, State or Federal law or regulation, including but not limited to the Borough of Palmyra Zoning Ordinance. This Permit may also be revoked if it has been issued in error or if issuance was based upon any misrepresentations or errors contained in the Application or otherwise made by the Applicant.

The permit holder is advised that persons aggrieved by a use or development permitted on the land of another may file an appeal with the Borough of Palmyra Zoning Hearing Board seeking revocation of any permits issued or approvals granted within thirty (30) days from the issuance of the permit, or at a later date if such aggrieved person alleges and proves that he had no notice, knowledge or reason to believe that such approval had been given.

Notice is hereby given that if the property described in this permit will require access to a highway under the jurisdiction of the Pennsylvania Department of Transportation, a Highway Occupancy Permit is required pursuant to §420 of the Act of June 1, 1945, P.L. 1242, No. 428, known as the State Highway Law, before driveway access to a state highway is permitted. Access to a state highway shall be only as authorized by the Highway Occupancy Permit issued by the Pennsylvania Department of Transportation.

The Zoning Officer does not guarantee or give opinions relating to the proposed construction under the Permit and does not warrant compliance with applicable laws or regulations by the issuance of a Zoning Permit. The Applicant bears all responsibility for insuring compliance with all applicable laws and regulations, including but not limited to compliance with the Borough of Palmyra Zoning Ordinance, the Lebanon County Subdivision and Land Development Ordinance, and Act 222, the Energy Conservation Act. Applicant acknowledges that he has not relied upon any oral or written statements of officials of Palmyra Borough in making this Application.

I acknowledge that the holder of a zoning permit is responsible to insure compliance with all applicable Borough Ordinances, and at completion of the work authorized by the permit, I acknowledge that the Borough requires that a final inspection be performed by the Zoning Officer and that the Zoning Officer issue a certificate of use and occupancy before the structure which is authorized by this permit may be occupied. It is my responsibility to insure that this inspection is scheduled and that the certificate of use and occupancy be obtained before the structure may be occupied. I acknowledge that if I occupy or permit the occupancy to occur prior to the issuance of the certificate of use and occupancy, I will have committed a violation of the Zoning Ordinance and will be subject to the penalties and remedies in the Zoning Ordinance. I also



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acknowledge that, if the structure is occupied prior to the final inspection, work may have to be removed and reexecuted in order that it may be adequately inspected. If the Borough is required to perform an inspection after the structure is occupied, intending to be legally bound hereby, I agree to pay the fee established by the Borough for delinquent inspections.

Nothing contained in this Application shall be construed to relieve or limit the obligations of Applicant to comply with all provisions of the Zoning Ordinance or any other Borough Ordinances or to estop the Borough from enforcing Borough Ordinances, including by not limited to the Zoning Ordinance.

All necessary and pertinent Federal, State, County, and Borough requirements have been or will be met.

Signature _____
(Owner)

Signature _____
(Applicant if not the owner)

9. Permit Action:

Date of Receipt of Complete Application? _____

Date of Receipt of Application Fee? _____

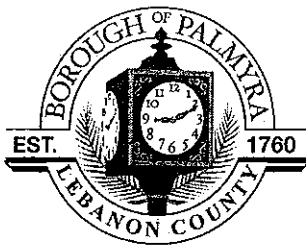
Action on Permit and Date of Action (within 90-days of Application):

_____ Approved _____ Denied Date of Action: _____

Reasons for Denial, if Applicable:

Zoning Officer's Signature

Date: _____



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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' compensation 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.**

- A. The **Applicant** is a contractor within the meaning of the Pennsylvania Workers' Compensation Law:
_____ Yes _____ No.
If the answer is "yes", complete Section B and C below as appropriate.

B. Insurance Information

Name of Applicant _____

Federal or State Employer Identification No. _____

Applicant is a qualified self-insurer for workers' compensation.

Certificate attached.

Workers' Compensation Insurance Policy No. _____

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

Policy Expiration Date _____

- C. **Exemption** (Complete 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 workers' compensation insurance under the provisions of Pennsylvania Workers' 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 to before me this _____ day of _____, 20__.

(Signature of Notary Public)

My Commission expires _____

(Seal)

Signature of Applicant _____

Address: _____