

PLUMSTEAD TOWNSHIP

5186 Stump Road
Pipersville, PA 18947
Phone #215-766-8914
www.plumstead.org

ZONING PERMIT PROCEDURES

PERMITS REQUIRED: It shall be unlawful to erect, construct, reconstruct, enlarge, alter, move, demolish, use, occupy or change in use, any building, structure or sign, in Plumstead Township, until a Zoning, Building Permit and a Use and Occupancy Permit has been obtained.

ZONING PROCEDURE: Complete all applicable permit applications and submit two (2) copies of a "site plan".

SITE PLAN REQUIREMENTS:

- Location and dimensions of all existing structures and proposed improvements.
- The setback distances for front, rear and side yards (how far are structures from these property lines)
- Driveway location(s) and dimensions.
- Total existing and proposed Impervious Surface Ratio, which is the percentage of the property covered by buildings, driveways, etc....that will not absorb rain.

SIGN PERMIT REQUIREMENTS:

- Include the dimensions of the proposed sign including:
 - For Freestanding Signs: overall height, sign area and location
 - For Wall Signs: sign area and dimensions of wall (measured from the ground to the top of the building x the width of the building or storefront).
- Temporary Sign Permits expire after 30 days and applicants are permitted 4 permits each calendar year.

PATIO PERMIT REQUIREMENTS:

- Utilities (i.e. gas and electric) run to the patio also require a building permit.
- Any patio with four (4) or more risers will require a handrail.
- A guard will be required if the edge of the flight of stairs exceeds thirty (30) inches above grade.

SHED PERMIT REQUIREMENTS:

- Minimum setback from a shed to the rear and side property line is ten (10) feet.
- For sheds larger than 120 square feet, a building permit is also required.

BUCKS COUNTY CONSERVATION DISTRICT REQUIREMENT: Erosion & Sedimentation Approval is required for any project that will cause an area of earth disturbance of 1,000 square feet or more. The only exception is a swimming pool project which requires BCCD approval when there is 2,000 s.f. of disturbance or more. A building permit will not be issued until the Township receives a "Letter of Adequacy" from the BCCD for the project. For additional information on BCCD requirements visit www.bucksccd.org or call #215-345-7577.

STORMWATER MANAGEMENT REQUIREMENT: Any project that is creating 1,000 s.f. or more of NEW impervious surface area will require you to apply for a stormwater review. You will need to submit the Stormwater Management Application and Professional Services Agreement. These forms are located on our website under forms and documents.

DEMOLITION PERMITS: See separate Demolition Permit on the Township Website for demolition projects.



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OFFICIAL USE ONLY

Date Rec. _____

App Fee Paid: _____

Check #: _____

Receipt #: _____

ZONING PERMIT APPLICATION

Permit #: _____

Site/Contact Information

Site Address: _____		TMP# _____	Primary Contact (Check One)
Property Owner	Name _____		
	Address _____		
	Phone _____	Email _____	
Applicant	Name _____		□
	Address _____		
	Phone _____	Email _____	
Contractor	Name _____		□
	Address _____		
	Phone _____	Email _____	
		PA Contractor's # _____	

Project Type

- | | | |
|---|---|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> New Business | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Sign: <input type="checkbox"/> Permanent OR <input type="checkbox"/> Temporary | <input type="checkbox"/> Driveway Enlargement | <input type="checkbox"/> Pool / Hot Tub |
| <input type="checkbox"/> Addition/Attached Garage | <input type="checkbox"/> Uncovered Deck/Patio | <input type="checkbox"/> Construction Trailer |
| <input type="checkbox"/> Shed/Detached Garage | <input type="checkbox"/> Covered Deck/Patio | <input type="checkbox"/> Temp. Storage Unit |
| <input type="checkbox"/> Alternative Energy (Solar, Wind, Outdoor Furnace) | <input type="checkbox"/> Sidewalk/Walkway | <input type="checkbox"/> Temp. Structure/Use |
| <input type="checkbox"/> Wireless Communication Facilities | <input type="checkbox"/> Other: _____ | |

Project Details

Total Cost of Improvements: \$ _____ | Residential or Commercial

Square Footage of Proposed Improvement: _____ s/f | Height of Proposed Structure _____ ft

Brief Description of Project: _____

Check the line below indicating that the following has been submitted:

- ___ Two (2) copies of site plan
- ___ Two (2) copies of specs for sign, structure, pool, fence, etc.

By signing this application, the applicant is certifying that he/she is empowered by the owner of the property to make an application on his/her behalf. I/we grant permission to any municipal representative of Plumstead Township to access the above property as stated within this application at any time, without an administrative warrant, to inspect and verify that any proposed use and/or structure contained within this application and/or that exists on the above property complies with all Plumstead Township Ordinances.

Print Name of Applicant: _____

Signature of Applicant: _____

Date: _____

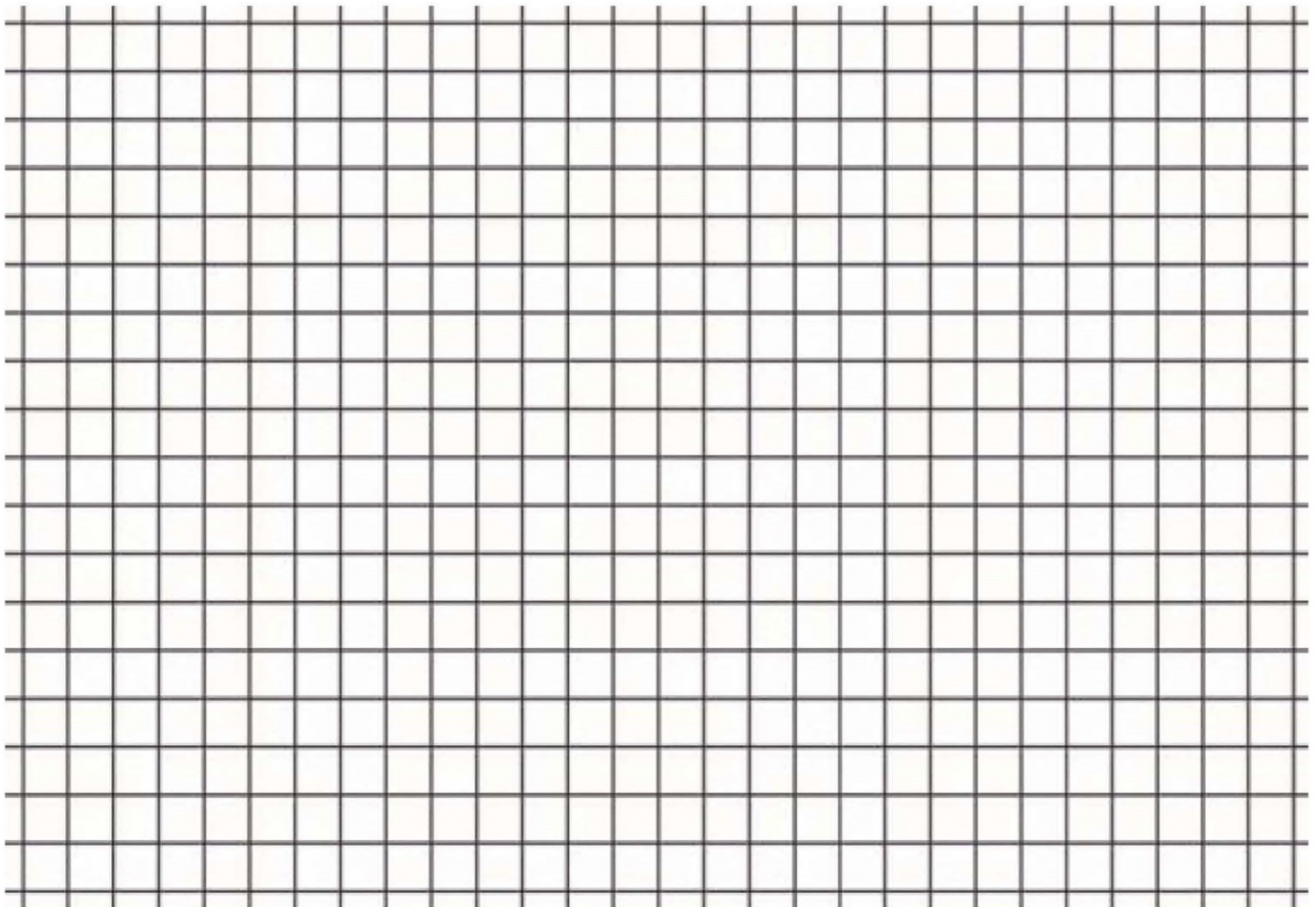
APPLICATION MUST BE COMPLETED IN FULL TO BE ACCEPTED / REVIEWED BY THE TOWNSHIP

The application together with the signed site plan and construction documents is made a part of this application by the undersigned. Furthermore, it is clearly understood and agreed to by the applicant and property owner that the Township office is not responsible for any property dimensions shown on the site plan and establishment of property lines is the sole responsibility of the property owner and applicant. The applicant and property owner also agree they are responsible for the replacement to Township standards of any Township road or infrastructure which is damaged during the building of the permitted structure and understands that the information provided on this application by the applicant(s) and property owner(s) is true and correct to the best of their knowledge or belief, and all information contained in this application becomes part of the public record. The applicant warrants the truthfulness of the information in the application, and that if any of the information provided is incorrect, the permit may be revoked. Furthermore, the application and permit can provide that if the permit is issued wrongfully, whether based on misinformation or an improper application of the code, the permit and certificate of occupancy may be revoked.

SITE INFORMATION			
Water Service: <input type="checkbox"/> Public <input type="checkbox"/> Private	Sewer Service: <input type="checkbox"/> Public <input type="checkbox"/> Private		

SITE PLAN

Use the grid below only if the property does NOT have an as-built plan. As-built plans can be requested from the Township administrative offices, if available.



Plot Plan Requirements

All of the following must be clearly illustrated and identified on the site plan:

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Show proposed structure(s) with setback distances to property lines (Front, Sides, and Rear) 2. Show all existing structures, including house driveways, walkways, patios, decks, sheds, pools, hot tubs, garages, etc. 3. Show buffer yards, easements, and deed restricted open space | <ol style="list-style-type: none"> 4. Identify all streets with property frontage
Note: Corner properties have two front yards 5. Show existing woods and proposed extent of clearing. 6. Show locations of septic systems, wells and stormwater management facilities |
|--|---|

APPLICATION MUST BE COMPLETED IN FULL TO BE ACCEPTED / REVIEWED BY THE TOWNSHIP

Impervious Surface Calculation Worksheet

Required for the following permits: Addition, Detached Garage, Covered Deck/ Porch, Paver Patio, Shed, Parking Area, Driveway, and swimming pool.

Impervious Surface: A surface that does not absorb rain. All buildings, parking areas, driveways, roads, sidewalks, and any areas in concrete and asphalt shall be considered impervious surfaces within this definition. The water surface of a swimming pool is also considered impervious. In addition, all other areas determined by the Township Engineer to be impervious within the meaning of this definition will also be classified as impervious surfaces.

A. Lot Size (1 Acre = 43,560 square feet): _____ sq. ft.

EXISTING

B. Dwelling/Building Footprint: _____ sq. ft.

C. Driveway(s)/Parking Lot(s): _____ sq. ft.

D. Walkway(s)/Sidewalk(s): _____ sq. ft.

E. Porch(es): _____ sq. ft.

F. Patio(s): _____ sq. ft.

G. Covered Deck(s): _____ sq. ft.

H. Accessory Structure(s)/Garage(s)/Shed(s): _____ sq. ft.

I. Pool(s)/Spa(s): _____ sq. ft.

J. Miscellaneous/Other: _____ sq. ft.

L. Existing Impervious Surface Subtotal (add B through J): _____ sq. ft.

PROPOSED

M. Proposed Construction: _____ sq. ft.

N. Total Impervious Surface Post Construction (L + M): _____ sq. ft.

O. **Proposed Impervious Percentage** (N divided by A * 100): _____%

To be Completed by Township Staff

Maximum impervious permitted _____%

To be Completed by Township Staff

Permit Submission Checklist

- 2 copies of plot plan showing:
- a. existing and proposed construction Yes No N/A
- b. distance to property lines (front/rear/side) Yes No N/A
- Is the Impervious Surface Sheet completed? Yes No N/A
- Is the application signed? Yes No N/A

Zoning District (circle one):

RP	RO	R-1	R-2	R-3	R-4	R-5	
MHP	VR	VC	C-1	C-2	C-3	LI	Q

Zoning Use: _____

- Is the property in any of the Floodplain Districts? YES NO (if yes, floodplain permit required)
- Are there any variances or easements which will affect this permit? YES NO

Reviewers	Signature	Date	Status
Zoning Officer			<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Engineer			<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A
Water & Sewer			<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A
Board of Health			<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A
Other			<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A

Reason for denial: _____

Fees

Zoning	\$	Other	\$
Other	\$	TOTAL	\$