

**CHESTNUTHILL TOWNSHIP  
BUILDING PERMIT APPLICATIONS**

**INSTRUCTIONS  
COMMERCIAL, INDUSTRIAL, OR INSTITUTIONAL ADDITIONS**

***INCOMPLETE PERMIT APPLICATIONS WILL BE RETURNED  
PLEASE DO NOT SUBMIT UNLESS COMPLETE***

Attach 3 copies of a completely dimensioned plot plan of the lot and location, include placement of the structure on the plot plan and setbacks, including street names. Include any wetlands delineation; show lot lines, septic and well locations, also include any accessory structures. Include 3 copies of the dimensions of the proposed structure. These plans must be sealed and may need approval by the Planning Commission.

Provide the Tax Map Pin # 026... If this property has changed owners, please provide proof of date of change.

Submit 3 copies of blueprints and specs for all construction. All commercial plans must be sealed. Show existing structure and proposed addition (Include cross section and elevations, and floor plan). SEE LVIS PACKET

Enclose a signed copy of the construction agreement and 2 copies of insurance information – General Liability and Workman's Compensation.

Enclose Labor and Industry Information (Dept. of Agriculture if needed).

All transactions are *check or money order* and must accompany a completed permit application.

Driveways proposed to enter onto a Township Road must be constructed to meet the Chestnuthill Township Driveway Ordinance (maximum grade 15% and culvert pipe 15 inch minimum I.D. needed). Driveways proposed to enter onto a Private Road must also meet those specifications. Driveways proposed to enter onto a State Road or a Federal Highway requires an approved **HIGHWAY OCCUPANCY PERMIT**, which is issued by Penn Dot. Please provide us with a copy.

Attach a copy of an approved **Septic Permit** and design layout.

Applications must also be in conformance with Chestnuthill Township Stormwater Management Ordinance.

***A COMPLETED LEHIGH VALLEY INSPECTION SERVICE PACKET MUST  
ACCOMPANY THE CHESTNUTHILL TOWNSHIP PERMIT APPLICATION.***

Revised 1/05 sas

# BUILDING & ZONING APPLICATION

Chestnuthill Township • P.O. Box 243  
Brodheadsville, PA 18322 (570) 992-7247

## - COMMERCIAL / INDUSTRIAL / INSTITUTIONAL ADDITION -

Permit # \_\_\_\_\_ Tax Map # (14 Digit PIN) \_\_\_\_\_

Lot Location & Street Name: \_\_\_\_\_

Lot Owner Name & Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### Circle Applicable Fee: Payable to Chestnuthill Township

Addition to Primary Structure    Deck    Attached Garage    Sunroom    Porch

• Commercial    \$50.00 + \$0.30 per square foot

• Industrial    \$50.00 + \$0.15 per square foot

• Institutional    \$50.00 + \$0.30 per square foot

Park & Recreation Fee: \$0.25 per sq. ft.

**Separate check required**

Zoning of Land: \_\_\_\_\_ Use of Structure: \_\_\_\_\_

Setbacks:    Front: \_\_\_\_\_    Rear: \_\_\_\_\_    Sides: \_\_\_\_\_

Total Square Footage: \_\_\_\_\_

Height of Structure: \_\_\_\_\_ Final Cost of Structure: \$ \_\_\_\_\_

Applicant and / or Building Contractor

Name & Address: \_\_\_\_\_

Phone Number: \_\_\_\_/\_\_\_\_/\_\_\_\_

Incomplete as of: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Zoning Officer

Check # \_\_\_\_\_

Park & Recreation Check # \_\_\_\_\_