

**CHESTNUTHILL TOWNSHIP
BUILDING PERMIT APPLICATIONS**

**INSTRUCTIONS
NEW COMMERCIAL, INDUSTRIAL, OR INSTITUTIONAL
BUILDINGS**

***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. Include 3 copies of the dimensions of the proposed structure. These plans must be sealed and approved by the Planning Commission and signed by the Chestnuthill Township Supervisors.

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, (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

– NEW COMMERCIAL / INDUSTRIAL / INSTITUTIONAL BUILDING –

Permit # _____ Tax Map # (14 Digit PIN) _____

Lot Location & Street Name: _____

Lot Owner Name & Mailing Address: _____

Phone: _____

Circle Applicable Fee: Payable to Chestnuthill Township

- Commercial / Industrial / Institutional: \$300.00 + \$0.15 per square foot
- Park & Recreation Fee: \$0.25 per sq. ft. (**Separate check required**)
- Certificate of Occupancy \$50.00 (A \$25.00 fee will be charged for each additional inspection required)
- Commercial Driveway: Low Volume: \$50.00 Medium Volume: \$75.00 High Volume: \$100.00

Zoning of Land: _____ Use of Structure: _____

Total Square Footage: _____ Number of Floors: _____

Number of Bathrooms: _____ Septic Permit Number: _____

Setbacks: Front: _____ Rear: _____ Sides: _____

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

Building Contractor Name & Address: _____

Phone Number: ____/____/____

Incomplete as of : _____

Applicant Name & Address: _____

Applicant's Signature

Date

Property Owner's Signature

Zoning Officer

Check # _____

Park & Recreation Check # _____