

POINT TOWNSHIP

Date received: _____

759 Ridge Road, Northumberland, PA 17857

Permit #: _____

APPLICATION FOR ZONING PERMIT

Please print legibly – failure to do so may result in a denial, delay or rejection of this application.

PROPERTY/SITE INFORMATION:

Property/Site Address: _____

Parcel Number: _____

Zoning District: _____ Zoning District of adjacent property: _____

Land Use: ☐ Residential ☐ Commercial

LAND/PROPERTY OWNER: ☐ Check here if applicant

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

BUILDING/STRUCTURE OWNER: ☐ check here if same land/property owner ☐ check here if applicant

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

CONTRACTOR INFORMATION: ☐ check here if applicant

Business Name: _____ Office Phone: _____

Business Mailing Address: _____

Contact Name: _____

Direct/Cell Number: _____ Email: _____

TYPE OF PROJECT:

☐ New Structure ☐ Addition ☐ Alteration ☐ Pool ☐ Deck Replacement

☐ Sign ☐ Fence/Wall ☐ Use (New/Change) ☐ Roof Replacement

DESCRIPTION OF PROJECT:

Estimated Cost of Project: \$_____ (Must be fair market value, including materials and labor)

Sewage: ☐ Public ☐ Private

Water Supply: ☐ Public ☐ Private

Does this Property contain wetlands? _____

Is this property within a federally designated flood plain? _____

Is this property within a planned community subject to association rules & regulations and/or deed restrictions? _____ If yes, name of the community: _____

For new structures, additions, signs, decks:

Height: _____ Length: _____ Width: _____

Floor area of new construction (sq ft): _____

(based on exterior dimensions, include full basement, porch, deck, attached garage)

CERTIFICATION:

I certify that I am the owner of record, or that I have been authorized by the owner of record to submit this application and that the work described has been authorized by the owner of record. I understand and assume responsibility for the establishment of official property lines for required setbacks prior to the start of construction and agree to conform to all applicable local, state, and federal laws governing the execution of this project. I certify that the Zoning Official or their representative shall have the authority to enter the areas in which this work is being performed at any reasonable hour to enforce the provisions of the codes governing this project. I further certify that this information is true and correct to the best of my knowledge and belief.

This permit is issued only for the purpose applied for and may not be occupied for this purpose until a Certificate of Compliance has been granted. Any alteration or change of use requires an additional Zoning Permit.

Applicant Name: _____

Applicant Signature: _____ Date: _____

**If applicant is not landowner/building owner/contractor/architect/engineer named above*

Business Name: _____ Office Phone: _____

Applicant Mailing Address: _____

Direct/Cell Number: _____ Email: _____

REQUIRED DOCUMENTS:

- Site Plan drawn to scale showing the following:
 - Actual Dimensions and Shape of Lot
 - Location of all structures on the property (including: well; septic; & accessory structures)
 - Location and height of proposed structure in relation to property lines and structures.

FEE CALCULATIONS: (office use only)

Total Permit Fees: _____

Less Deposit: \$50.00

Balance Due: _____

Approved _____ Denied _____

Reason for Denial: _____

Do I need a Permit?

Zoning Permits are required for:

- New homes, additions, porch or porch enclosure, deck, garage, swimming pool, hot tub, shed, portable shed, fence
- Home based business or occupation, commercial business
- Property change of use (example: storage building to retail store)
- Signs: free standing, attached to buildings, window sign

Building Permits are required for:

- New homes, additions, garage, new roofing, structural changes or changes of the use of a building.
- To install, alter, or repair heating and cooling systems
- To install, alter, or repair plumbing or electrical systems
- Swimming Pools
- Demolition of building or structure

Driveway Permits are required for:

- New driveways or alterations to driveways
- Paving of new or existing driveways (asphalt or concrete)
- Replacement of drainage pipe under driveway

Sewage Permits are required for:

- New septic systems
- Repairs or alterations to septic systems (replacing pipe, adding riser, etc.)
- Home addition that includes a new bedroom
- **Pumping septic tank does NOT require a permit**

Some projects will only require a Zoning Permit or Building Permit; other projects will require both or multiple permits. Contact the Zoning Officer for guidance.

Zoning and Building Permits: Jackie Hart 570-441-2856; Jackie@neic.us

Sewage Permits: Michael Brown 717-579-4294, mjbrown8@frontier.com

Driveway Permits: Twp Roads 570-473-3198 (pointroadcrew@ptd.net) ;
State Roads 570-275-0441.

ZONING PERMIT FEES

The following fees shall be paid to Point Township at the time application is made for a Zoning Permit or Zoning Hearing before the Point Township Zoning Hearing Board. No permit shall be issued, or no hearing shall be scheduled until the applicant has paid such fees to the Township.

CATEGORY	DESCRIPTION	FEES	
APPLICATION FEE	If permit is approved, fee included	\$50.00	
	If disapproved - pay as minimum		
COMMERCIAL			
Commercial Structures	Construction costs \$0-\$50,000	\$200.00	
	Over \$50,000	\$200.00	Plus \$2 per each \$1,000
NON-COMMERCIAL			
Single Family Detached	Construction costs \$0-\$100,000	\$150.00	
	Over \$100,000	\$150.00	Plus \$2 per each \$1,000
Accessory Additions	Patio/Patio Roof/Porch/Deck	\$50.00	
Free Standing Accessory	Shed/Garage/Pole Barn/Carport	\$50.00	
Additions or Alterations	Shed/Garage/Pole Barn/Carport	\$50.00	
Change of Use Residential	As needed	\$50.00	
Change of Use Commercial	As needed	\$200.00	
Swimming Pools	Above or in ground	\$50.00	
	Over \$1,000		Plus \$5 per each \$1,000
Demolition/Razing	Private	\$50.00	
	Business	\$100.00	
Zoning Hearing Board	Denied permit-application fee paid - must accompany ZHB application	\$750.00	
Signs		\$40.00	
Roadside Stands	Operated on land owned by others	\$50.00	

**Multiple actions may be accomplished on a single permit, but each requires full fee as listed.
No single action fee (Private or Commercial) will exceed \$10,000**

Conditional Use Hearing:

A fee of \$600.00 payable in advance shall accompany each request for Conditional Use.
Conditional Use Hearings are held by Point Township Supervisors.

SITE PLAN ILLUSTRATION



