



Charlestown Township

4030 Whitehorse Road, P.O. Box 507, Devault, PA 19432
 (610) 240-0326 Fax: (610) 240-0328

admin1@charlestown.pa.us

Application for Zoning Permit

Application is hereby made for a permit to erect, alter, or demolish a structure which shall be located as shown on diagram or to use the premises for the purpose described herewith. The information which follows, together with location diagram, is made part of this application by the undersigned. It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this applicant, such as might or would operate to cause a refusal of this application, or any change in the location, size or use of structure or land made subsequent to the issuance of this permit, without the written approval of the Zoning Officer or other authorized Township Official, shall constitute sufficient grounds for the revocation of this permit.

Section A. Location and Ownership of Property

Property Address _____
 Deed Owner and Address _____
 Phone Number _____ E-Mail _____
 Tax Map Parcel No. _____
 Zoning District _____

Section B. Applicant

Name of Applicant _____
 Address of Applicant _____

*If Applicant is other than the Owner or Lessee, this application must be accompanied by a written authorization from the Owner or Lessee authorizing the work and designating the agent.

Section C. Present Use of Property

Vacant Single Family Dwelling Multi-Family Dwelling Commercial
 Industrial Agricultural Mining
 Other _____

Section D. Proposed Work

Type of Work	Type of Structure	Use of Building/Structure
New	Single Family Dwelling/Mobile Home	Residential
Demolition	Multi-Family Dwelling: No. of Units _____	Commercial
Alteration	Swimming Pool: Size _____ Gals	Industrial
Repairs	Garage: Private Commercial	Agricultural
Addition	Sign	Mining
Other	Fence	Motel/Hotel
_____	Enclosed Porch or Patio	Professional Office _____
	Driveway: Width _____	Educational/Religious
	Drainage	Amusement/Recreational
	Sewage	Restaurant/Bank
	Other _____	Service Station/Repair Garage
		Hospital/Institution
		Other _____

Remarks:

Section E. Location Diagram *(Must Be Complete or Permit Will Not Be Issued.)*

Diagram submitted is: Formal *(Non- and major Residential)* Sketched *(minor Residential ONLY– e.g. shed or deck.)*

Diagram, drawn to scale, is to show:

1. All lot and building setback lines and dimensions.
2. All streets, roads, and alleys bounding property.
3. All existing buildings, fences, signs, and structures.
4. Locations and dimensions of all PROPOSED structures and additions.
5. Distances from proposed structures to lot lines and to other existing structures.
6. If property has been surveyed, state name of surveyor: _____
7. Describe specific PROPOSED use or uses of structure(s).
8. All existing and proposed utilities and their respective easements, if applicable (Non-Residential Only)
9. All access easements which may exist through the property.
10. The following Zoning Data (if not applicable, fill in "N/A"):

	<i>(Township Use)</i>		<i>Applicant Use</i>
	Maximum Permitted	Minimum Required	Actual Proposed
Zoning District			_____
Building Height (ft.)			_____
Lot Coverage (percent)			_____
Impervious Coverage (percent)			_____
Lot Size (sq. ft.)			_____
Lot Width			
At Street Line (ft.)			_____
At Building Setback Line (ft.)			_____
Building Setback			
Front (ft.)			_____
Rear (ft.)			_____
Side (ft.)			_____
Improvements Setback (ft.)			_____
Distance between highway access pts.			_____
Side Yard			
Total (ft.)			_____
One side (ft.)			_____
Rear Yard (ft.)			_____
Parking Requirements			_____

Section F. Notes

For ALL New Building, Construction, Alteration & Demolition

- a. The permittee shall be responsible for establishing the property lines between his/her property and that of any adjoining *prior* to constructing a fence/wall between the properties.
- b. To drain swimming pool water, it should be pumped through existing filtering system into house drainage system. The Charlestown Township Sewer Authority must be notified of such activity at least one (1) week in advance.
- c. All proposed structures which will provide water service and/or sewerage shall utilize public water supply and/or public sanitary sewer system or approved on-lot system per Township Ordinance.
- d. Development within floodplains is subject to the requirements of The Township Ordinance regulating areas subject to flooding.
- e. Applicant intending to construct adjoining public roadways with the intention of placing an access driveway from their property **MUST** obtain a highway occupancy permit from the PA Department of Transportation or approval from the **Charlestown Township Board of Supervisors or their designated representative.**
- f. Applicant shall be responsible to obtain approval from the Chester County Conservation District when applicable to the project.
- g. THIS PERMIT, WHEN *APPROVED*, SHALL BE VALID FOR A PERIOD OF ONE (1) YEAR FROM DATE OF ISSUANCE, UNLESS A TIME EXTENSION IS GRANTED IN WRITING BY THE ZONING OFFICER OR OTHER AUTHORIZED TOWNSHIP OFFICIAL.

Section G. Certification

"I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I further certify that I am authorized by the owner to make the foregoing application and that, before I accept any permit for which this application is made, the owner shall be made aware of all the conditions of the permit. I understand that if I knowingly make any false statement herein I am subject to such penalties as may be prescribed by law or ordinance."

Signature of Property Owner **[MUST BE OWNER ONLY!]**

Print Name of Property Owner **[MUST BE OWNER ONLY!]**

Date: _____

This permit applies to Charlestown Township Zoning Permit Ordinance Only and SHALL NOT relieve the applicant from obtaining such other permits as may be required by law.

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Township Use Only

DATE APPLICATION RECEIVED: _____

ASSESSMENT MAP NO. _____ PERMIT NO. _____ FEE \$ _____

SITE LOCATION _____ ZONING DISTRICT _____

Approval - Denial - Date of Action Taken

APPLICATION APPROVED: YES NO DATE _____
(Charlestown Township Zoning Officer)

REASON FOR DENIAL: _____

ZONING HEARING BOARD'S DECISION: GRANTED DENIED DATE _____

REMARKS: _____