

# HANOVER TOWNSHIP

2731 State Route 18  
Hookstown, PA 15050  
724-899-2642

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## Zoning/Building Permit Application Requirements For Residential Construction

Zoning Officer - Merry Smith 724-312-2222

1. Complete a Zoning Application and attach a drawing showing all property lines, including dimensions, and show all setbacks from property lines to all existing and proposed structures.
2. Obtain a sewage permit (if applicable) from Jonathan Barron SEO, EADS Group, 412-754-0801 Ext 425.
3. Sewage applications must be picked up at the Township Office. If a sewage permit is required, it **MUST BE OBTAINED BEFORE** a building permit application can be considered.
4. Complete a Building Permit Application and attach the following:
  - a. Plat plan showing all property lines, including dimensions, and show all setbacks to:
    - i. All existing and proposed structures
    - ii. On-Lot Sewage System (if applicable)
    - iii. Well
5. Must provide Proof of Worker's Compensation Insurance for the company doing the construction.
6. Driveway / Road Encroachment Permits.
  - a. For Township Road's, acquire through the Township Office.
  - b. For State Road, acquire through Penn Dot – 724-774-6610.
7. Permit Fees – Consult Current Fee schedule.
  - a. Checks should be made payable to Hanover Township for all Zoning, Building, Sewage, Driveway Permits and Road Bond Application Fee.

Before any construction (digging) begins, call Pennsylvania One Call 811 to check for any underground utilities.

Typically, all completed permit applications can be reviewed and permits issued when correctly submitted with all the required information. However, the Township reserves the right to thoroughly review the application and attachments. The permit will then be issued or denied within a reasonable amount of time. Call the Hanover Township Office with any questions or concerns you may have concerning any of the above requirements.