

# HANOVER TOWNSHIP, BEAVER COUNTY, PENNSYLVANIA

## ZONING PERMIT APPLICATION

2731 State Route 18, Hookstown, PA 15050

1. APPLICANT: \_\_\_\_\_
2. APPLICANT IS OWNER \_\_\_\_\_ CONTRACTOR OR AGENT \_\_\_\_\_ OTHER \_\_\_\_\_
3. APPLICANT: \_\_\_\_\_ CONTRACTOR OR OTHER: \_\_\_\_\_  
NAME: \_\_\_\_\_ NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ EMAIL: \_\_\_\_\_
4. LOCATION/STREET ADDRESS: \_\_\_\_\_
5. TAX PARCEL NO.: \_\_\_\_\_ TOTAL SIZE/ACREAGE: \_\_\_\_\_
6. COST OF CONSTRUCTION: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_
7. TYPE OF ZONING USE PROPOSED: \_\_\_\_\_
8. DECRPTION: **Please describe the nature of the proposed building, structure, alteration or addition and/or change in use.** \_\_\_\_\_  
\_\_\_\_\_

**Please check the appropriate designation of the building or structure:**

**Residential**

- \_\_\_\_\_ One Family Dwelling  
\_\_\_\_\_ Two Family Dwelling  
\_\_\_\_\_ More than Two Family Dwelling  
\_\_\_\_\_ Accessory Building/Structure to existing Residential Use

**Non-Residential**

- Describe intended non-residential use:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Accessory Building/Structure to existing Non-Residential Use

9. ZONING: Setbacks: Front: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_ Rear: \_\_\_\_\_  
Number of Stories: \_\_\_\_\_ Height of Structure: \_\_\_\_\_ Having dimensions of: \_\_\_\_\_  
Proposed floor area: \_\_\_\_\_ DECKS ONLY: inches above grade: \_\_\_\_\_
10. ACCESS: to public road: \_\_\_\_\_ to private road: \_\_\_\_\_ to private right of way: \_\_\_\_\_  
If private road/right of way, Owner: \_\_\_\_\_ Parcel No.: \_\_\_\_\_

11. WATER SOURCE: Public: \_\_\_\_\_ Well: \_\_\_\_\_ SEWAGE: Public: \_\_\_\_\_ On lot system: \_\_\_\_\_

12. DOCUMENTS ATTACHED: \_\_\_\_\_ Proof of Ownership-County Assessment Page.  
\_\_\_\_\_ Insurance Certificate or Affidavit of Exemption.  
\_\_\_\_\_ Drawing of Project Area as per the process and requirements page.

**READ, UNDERSTAND AND COMPLY WITH THE FOLLOWING NOTICES**

**NOTICE:** In addition to a zoning permit, if the subject property does or will require access to a public road or street, and/or will require improvement/change of existing driveway access to a public road or street. If such public road or street is under the jurisdiction of the Commonwealth of Pennsylvania, you must obtain a Highway Occupancy Permit pursuant to Act no. 428 of 1945, as amended, known as the "State Highway Law", *Application for such Highway Occupancy Permit as to a Commonwealth road or street must be made to, with and processed by the Pennsylvania Department of Transportation*, If such road or street is under the jurisdiction of Hanover Township, you must apply for and obtain a Driveway Permit from the Township.

**NOTICE:** In addition to a zoning permit, you may need to make other applications and obtain other permits for the development you propose, including but not limited to, depending on location your premises, for an on-lot sewage permit and/or connection to a public sewer connection permit, water connection permit, Building Permit, and/or Land Development approval, prior to being able to commence construction. Further, following construction and prior to placing into use the proposed structure/building, you will need to procure an Occupancy Permit.

**NOTICE:** Contractor prohibited by law from employing any individual to perform work pursuant to this zoning permit unless contractor provides proof of workers' compensation to Hanover Township. Contractor also prohibited by law as to building or remodeling under subject Permit from engaging the services of a subcontractor unless subcontractor maintains workers' compensation insurance according to the law of the Commonwealth of Pennsylvania, and as to said insurance, naming Hanover Township as a named insured, coverage requires stoppage of all construction/work under Zoning Permit issued and a Zoning Permit may be revoked.

**NOTICE:** Property owner is responsible for determining if property is subject to private covenants or private plan restrictions and compliance with the restrictions Private covenants may be more restrictive than zoning/township regulations. Issuance of a zoning permit does not constitute compliance with private covenants or restrictions. Permits issued in violation of any private covenants or restrictions are the sole responsibility of the property owner or their authorize representatives.

**STATEMENTS AND VERIFICATION BY APPLICANT**

I do herby agree to observe and adhere to any and all provision of the Hanover Township Zoning Ordinance and do further agree and understand that my failure to do so shall constitute a violation as to any Permit issued per this Application, which violation shall cause any Permit to become Null and Void, and revocable by Hanover Township via its Zoning Officer or other designated agent.

I/We herby certify that as applications, owners, contractors, agents or other that I/we completed and read the forgoing Application and that the information and statements in this application and other representations contained in all accompanying plans are made a part of this application and are true and correct to the best of my/our knowledge and belief. This statement and verification are made subject to the penalties of 18PA.C.S.A Section 4904 relating to unsworn falsifications to authorities, which provides that if I/We knowingly make false statements of averments, I/We may be subject to criminal penalties. I/We hereby authorize representatives of the township to make required inspection upon the property to verify that the construction requested under this application complies with the Hanover Township Zoning Ordinance and other applicable codes.

If applicant is Contractor or Agent of Owner, he/she herby certifies that he/she has the authority to act on behalf of the Owner.

OWNER(S): \_\_\_\_\_ DATE: \_\_\_\_\_

CONTRACTOR OR AGENT: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR MUNICIPAL USE ONLY**

**FLOOD HAZARD AREA:** \_\_\_\_\_ YES \_\_\_\_\_ NO IF YES COMPLAINE WITH § 403.62A(D)(1)(2)(3) IS REQUIRED

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

**ZONING PERMIT ( ISSUED ) ( DENIED ) ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_**

[NOTE IF DENIED, LETTER SETTING FORTH REASONS WILL ACCOMPANY DENIAL NOTICE.]

**THIS FORM REQUIRES A NOTARY SEAL**

**AFFIDAVIT OF EXEMPTION**

The undersigned affirm that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

\_\_\_\_\_ Property owner performing own work. If property owner does hire contractor to perform any work pursuant to building permit, contractor must provide proof of workers' compensation insurance to the municipality. Homeowner assumes liability for contractor compliance with this requirement.

\_\_\_\_\_ Contractor has no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the municipality.

\_\_\_\_\_ Religious exemption under the Workers' Compensation Law. All employees of contractor are exempt from workers' compensation insurance (attach copies of religious exemption letter for all employees).

\_\_\_\_\_  
Signature of Applicant

County of \_\_\_\_\_

Municipality of \_\_\_\_\_

Subscribed, sworn to and acknowledged before me  
by the above \_\_\_\_\_  
this \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_.

**SEAL**

\_\_\_\_\_  
**Notary Public**

## APPLICATION PROCESS AND REQUIREMENTS FOR ZONING PERMIT

1. Proof of Ownership – County Assessment Page.
2. Fill out Application and Sign/Date – Incomplete or incorrect applications will be denied and returned to application.
3. Provide a drawing of the project area showing:
  - a. Lot size and shape
  - b. All property line setbacks – distance from project area to property lines
  - c. Height of Project
  - d. Lot coverage % of **ALL** buildings – % of coverage of green spaces
  - e. Square feet of project and square feet of each existing building
2. Proof of Contractor Insurance or Affidavit of Exemption for release from insurance obligation – see form for explanation.
3. Sewage tap in or septic sandlot inspection/permit from Sewage Enforcement Officer – this requirement is for new houses/trailers/manufacture and modular homes.
4. Flood Plain signoff from Flood Plain Manager – appointed individual.
5. If land is marked as “Clean and Green” by state, they must be contacted in regard to proposed development.