

**HARVEYS LAKE BOROUGH  
ZONING PERMIT APPLICATION**

**AS OF JANUARY 4, 2011 THERE IS A PERMIT FEE OF  
\$20 FOR EACH ZONING PERMIT SUBMITTED**

**ZONING PERMIT NUMBER:** \_\_\_\_\_ **APPLICATION DATE:** \_\_\_\_\_

**1. ADDRESS/LOCATION OF PROPERTY:**

\_\_\_\_\_  
\_\_\_\_\_

**2. ZONING DISTRICT IN WHICH THE PROPERTY IS LOCATED:** \_\_\_\_\_  
Is this property located in Floodplain A \_\_\_\_\_

**3. APPLICANT'S NAME, ADDRESS and PHONE NUMBER:**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

**4. OWNER'S NAME, ADDRESS and PHONE NUMBER (if not applicant)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICATION IS HEREBY MADE TO:**

**5. PROVIDE A DETAILED NARRATIVE WHICH EXPLAINS EXACTLY  
WHAT YOU ARE DOING:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. ATTACH A SKETCH WHICH ADEQUATELY ILLUSTRATES THE  
EXISTING AND PROPOSED DEVELOPMENT. INCLUDE THE LOT SIZE,**

**DIMENSION OF EXISTING AND PROPOSED STRUCTURES, SETBACK DISTANCES TO PROPERTY LINES AND ANY OFF-STREET PARKING. THE SKETCH SHALL BE CONSIDERED PART OF THE APPLICATION.**

**FAILURE TO PROVIDE A SKETCH WILL RESULT IN YOUR APPLICATION BEING DEEMED INCOMPLETE AND IT WILL BE RETURNED TO YOU. A SITE PLAN MAY BE REQUIRED UPON THE DISCRETION OF THE ZONING OFFICER.**

**7. SIZE OF LOT:**

\_\_\_\_\_ WIDTH

\_\_\_\_\_ DEPTH

\_\_\_\_\_ ACRES/SQUARE FEET

**8. PROVIDE THE LOCATION OF PROPOSED STRUCTURE/USE ON LOT, INCLUDING ADDITION IF APPLICABLE**

\_\_\_ FEET TO FRONT YARD PROPERTY LINE

\_\_\_ FEET TO REAR YARD PROPERTY LINE

\_\_\_ FEET TO SIDE YARD PROPERTY LINE

\_\_\_ FEET TO SIDE YARD PROPERTY LINE

\_\_\_ MAXIMUM HEIGHT OF STRUCTURE.

**9. IF YOU ARE ERECTING A NEW STRUCTURE AND/OR REQUIRE A SEWAGE CONNECTION TO AN EXISTING STRUCTURE, PLEASE CHECK THE TYPE OF SEWAGE:**

ON-LOT     CENTRAL SEWAGE     OTHER (please explain under Item # 6)

**ATTACH A COPY OF THE APPROPRIATE APPROVAL FOR THE ABOVE TYPE OF SEWAGE.**

**YOUR ZONING PERMIT CANNOT BE PROCESSED WITHOUT IT.**

**10. IF YOU ARE ERECTING A NEW STRUCTURE, AND/OR CREATING A NEW POINT OR ALTERED POINT OF ACCESS TO YOUR PROPERTY, YOU WILL NEED TO SECURE APPROVAL FOR ACCESS ONTO THE ADJOINING ROAD OR STREET.**

- **IF THE ROAD IS A STATE HIGHWAY, YOU WILL NEED TO SECURE APPROVAL OF A HIGHWAY OCCUPANCY PERMIT FROM PENNDOT.**

Contractors Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

PA State License #: \_\_\_\_\_

<b>Official use:</b>		
Is Building Permit Required:	_____ YES	_____ NO
Is Floodplain Permit Required:	_____ YES	_____ NO
Is DEP Permit Required:	_____ YES	_____ NO
Is E & S plan required:	_____ YES	_____ NO
Is EDU (sewer permit) Required:	_____ YES	_____ NO

Start date: \_\_\_\_\_

End date: \_\_\_\_\_

Job Cost Est.: \_\_\_\_\_

**I HEREBY CERTIFY THAT THE INFORMATION CONTAINED WITHIN THIS APPLICATIONS IS TRUE, CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE. IT IS UNDERSTOOD AND AGREED BY THIS APPLICANT THAT AN ERROR, MISSTATEMENT, OR MISREPRESENTATION OF MATERIAL FACT, EITHER WITH OR WITHOUT INTENTION ON THE PART OF THIS APPLICANT, SHALL CONSTITUTE SUFFICIENT GROUNDS FOR THE REVOCATION OF THIS PERMIT.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
DATE

**THE OWNER'S SIGNATURE IS ALWAYS REQUIRED**

**FAILURE TO PROVIDE OWNER'S SIGNATURE  
WILL RESULT IN YOUR APPLICATION BEING DEEMED  
INCOMPLETE AND IT WILL BE RETURNED TO YOU**

- IF THE ROAD IS A BOROUGH ROAD, YOU WILL NEED TO SECURE APPROVAL OF A DRIVEWAY PERMIT FROM HARVEYS LAKE BOROUGH.

**YOUR ZONING PERMIT CANNOT BE PROCESSED WITHOUT IT.**

**ALL INFORMATION BELOW IS TO BE COMPLETED BY BOROUGH ZONING OFFICER**

APPROVED       DENIED

\_\_\_\_\_  
SIGNATURE OF ZONING OFFICER

\_\_\_\_\_  
DATE

- A. IF THE PERMIT IS DENIED, THE ZONING OFFICER SHALL NOTE THE APPLICABLE SECTIONS/BASIS OF DENIAL BELOW:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. A COPY OF THE ZONING OFFICER'S OFFICIAL LETTER OF DENIAL SHALL BE ATTACHED TO THIS PERMIT.

- C. HAS THE APPLICANT/OWNER REQUESTED AN APPEAL OF THE ZONING OFFICER'S DECISION TO THE ZONING HEARING BOARD?

YES       NO       UNDECIDED/PENDING

- D. IF APPLICABLE, DATE OF WRITTEN REQUEST OF APPEAL: \_\_\_\_\_

ATTACH COPY OF APPLICANT/OWNER'S WRITTEN REQUEST FOR APPEAL TO ZONING HEARING BOARD.

- E. IF APPLICABLE, DATE OF SCHEDULED ZONING HEARING BOARD MEETING: \_\_\_\_\_