

# Paupack Twp. Zoning Permit Application

PERMIT # \_\_\_\_\_ - \_\_\_\_\_

Principal Struct. \$300 / Principal Add. \$150 (<100sf \$75) / Accessory Struct. & Accessory Add. \$100

CHECK # \_\_\_\_\_ FEE \$ \_\_\_\_\_ TAX MAP # \_\_\_\_\_

MAILING ADDRESS: 25 Daniels Rd, Lakeville, PA 18438 ----- VOICEMAIL: 570-226-3115 ----- FAX: 570-226-4257

PLEASE INDICATE IF PROCESSED PERMIT IS TO BE:  SENT OR  PICKED-UP

PLEASE INDICATE WHO THE APPROVED PERMIT IS TO BE PROVIDED TO:  CONTRACTOR OR  OWNER

**Plot Plan must be on 11x17 paper or smaller**

**I. LOCATION OF PROPERTY:** SUBDIVISION / DEVELOPMENT: \_\_\_\_\_ 911 Address Number: \_\_\_\_\_  
ROAD/STREET/RIGHT-OF-WAY: \_\_\_\_\_ Zoning District: \_\_\_\_\_

## II. DESCRIPTION OF CONSTRUCTION / USE: (BE SURE TO STATE DIMENSIONS OF STRUCTURES)

RESIDENTIAL? .....OR.....  COMMERCIAL?  
 SINGLE-FAMILY?  TWO-FAMILY?  MULTI-FAMILY  DESCRIBE USE OF BUILDING \_\_\_\_\_  
NUMBER OF BEDROOMS \_\_\_\_\_ NUMBER OF BATHROOMS \_\_\_\_\_ NUMBER OF FLOORS \_\_\_\_\_ Contractor State Registration Number \_\_\_\_\_  
 SEASONAL COTTAGE  Short Term Rental  OTHER (Home Occupation, etc.) \_\_\_\_\_  
**TYPE OF SEWAGE SYSTEM:**  Individual Subsurface / ESM  Central Collection  Community Subsurface / ESM **TYPE OF WATER SYSTEM:**  Individual Well  Community Well  
SEWAGE PERMIT # \_\_\_\_\_; HIGHWAY OCCUPANCY PERMIT # \_\_\_\_\_; L&I PERMIT # \_\_\_\_\_

ADDITION / ALTERATION TO EXISTING STRUCTURE: (DIMENSIONS) \_\_\_\_\_ X \_\_\_\_\_  
 1st floor?  2nd floor? # OF BEDROOMS BEFORE CONSTRUCTION? \_\_\_\_\_  
 # Bedroom \_\_\_\_\_  # Bathrooms \_\_\_\_\_  Kitchen/Dining Rm/Living Rm?  Attached Garage/Carport? # OF BEDROOMS AFTER CONSTRUCTION? \_\_\_\_\_  
 Deck?  Closed in Porch? Or  Convert Deck to Closed in Porch? # of floors \_\_\_\_\_  
 Other (explain) \_\_\_\_\_

OR (DIMENSIONS) \_\_\_\_\_ x \_\_\_\_\_  
 NEW DETACHED ACCESSORY STRUCTURE: (includes temporary structures standing for more than 6 months)  
 Garage?  Carport?  Shed?  Barn?  Pool  Other? \_\_\_\_\_ (DIMENSIONS) \_\_\_\_\_ X \_\_\_\_\_ USE: \_\_\_\_\_

OR  
 ADDITION TO ONE OF THE FOLLOWING DETACHED ACCESSORY STRUCTURES:  
 Garage?  Carport?  Shed?  Barn?  Other? \_\_\_\_\_ USE: \_\_\_\_\_

OR  
 OTHER THAN LISTED ABOVE: (EXPLAIN) \_\_\_\_\_

FOUNDATION - TYPE:  Full  Crawl Space  Piers  Slab; MATERIAL:  Concrete  Block  Wood  Pre-cast wall  Other \_\_\_\_\_  
HEIGHT OF STRUCTURE: (Highest point to average virgin ground level, excluding chimney) \_\_\_\_\_ FT.  
SLOPE @ CONSTRUCTION SITE?  Less than 15%  15%-25% (requires E&S plan)  25% or Greater (requires Engineering plans)

SETBACK DISTANCES FROM NEW CONSTRUCTION TO: septic \_\_\_\_\_ ft. and/or between Structures: \_\_\_\_\_ ft.  
Adjacent Road or Right-of-Way \_\_\_\_\_ ft; 2<sup>nd</sup> Road or Right-of-Way \_\_\_\_\_ ft; Adjacent Property Line \_\_\_\_\_ ft;  
2<sup>nd</sup> Adjacent Property Line \_\_\_\_\_ ft; Rear Property Line \_\_\_\_\_ ft; Other Property Line if any \_\_\_\_\_ ft  
PP&L Project Line along Lake Wallenpaupack \_\_\_\_\_ ft Stream or Body of water \_\_\_\_\_ ft.

Cost of Construction or purchase price \$ \_\_\_\_\_ Total sf of floor space (w/min. ceiling of 6ft ht) \_\_\_\_\_ sf; Lot Size \_\_\_\_\_ Ac;  
Coverage \_\_\_\_\_ % WILL WETLANDS BE DISTURBED AS A RESULT OF THE CONSTRUCTION?  YES  NO

## III. APPLICATION REQUIREMENTS (permit delayed if following information incomplete)

1. Enclose a check for the applicable fee made out to "Paupack Township"
2. Enclose a **PLOT PLAN (11x17 OR SMALLER PAPER)** showing size and shape of property, size and location of existing structures and sewage system & size of proposed construction and closest distances to ALL adjoining property lines and right-of-ways (on a separate sheet of paper).
3. For NEW HOUSES, show location of sewage disposal systems and water supplies for on-lot systems and adjacent properties. & COPY OF HOUSE PLANS
4. Sketches are adequate for the above unless otherwise requested by the township, the zoning officer, or building inspector. (Sketches need to be on a separate sheet)

**IV. IDENTIFICATION** Application must be signed by all land owners and applicants if other than owners. Property Owner(s) & Applicant(s) hereby represent that the foregoing information is true, correct, and accurate and request that a permit be issued in reliance upon the truth thereof. Property Owner(s) & Applicant(s) agree to comply with the Paupack Township Zoning Ordinance and all amendments thereof and regulations issued pursuant thereto and to immediately inform in writing the Secretary of Paupack Township in Wayne County PA. of any substantial change in the foregoing plans and specifications. If in the opinion of the Zoning Officer, such construction or substantial change in plan violates the building or zoning ordinance or any amendment or regulation adopted pursuant thereto, the Zoning Officer may revoke such permit. In the event the permit is revoked or expires as aforesaid, I [WE] hereby agree on demand to immediately surrender it to the Secretary of Paupack Township in Wayne County, PA. The Property Owners and Applicants understand that false statements provided herein are subject to the penalties of 18 Pa.C.S.A., Section 4904 relating to unsworn falsification to authorities.

**V. CONTRACTOR (IF ANY) SIGNATURE:** \_\_\_\_\_ DATE: \_\_\_\_\_  
NAME: \_\_\_\_\_ Mailing Address: \_\_\_\_\_ PHONE: \_\_\_\_\_

**VI. PROPERTY OWNERS SIGNATURE:** \_\_\_\_\_ DATE: \_\_\_\_\_  
NAME: \_\_\_\_\_ email Address: \_\_\_\_\_ PHONE: \_\_\_\_\_

Home Owners mailing address: \_\_\_\_\_

**VII. ACTION OF ZONING OFFICER -**  APPROVED  DENIED  
SIGNATURE OF ZONING OFFICER or Alternate: \_\_\_\_\_

Applicable Conditions: \_\_\_\_\_

- 1- ZONING OFFICER – ROLIN EDWARDS – Cell Phone: 570-470-0146
- 2- IN ADDITION TO ZONING PERMITS, BUILDING PERMITS ARE REQUIRED IN ACCORD WITH THE PENNSYLVANIA UNIFORM CONSTRUCTION CODE, THE UNIFORM CONSTRUCTION CODE EXEMPTS FROM BUILDING PERMIT REQUIREMENTS DETACHED RESIDENTIAL CARPORTS, GARAGES, AND GREENHOUSES WITH A BUILDING AREA OF 200SF OR LESS, AND SHEDS WITH A BUILDING AREA OF 300SF OR LESS.
- 3-ZONING CERTIFICATES OF OCCUPANCY ARE REQUIRED UPON COMPLETION. FAILURE TO COMPLY CONSTITUTES A ZONING VIOLATION.