

MANHEIM BOROUGH  
 15 East High Street  
 Manheim, PA 17545  
 PHONE: (717) 665-2461  
 FAX: (717) 665-7324

**APPLICATION FOR ZONING PERMIT**  
**RESIDENTIAL/ NON-RESIDENTIAL**



DATE FILED \_\_\_\_\_ PERMIT NUMBER \_\_\_\_\_

PROPERTY OWNER'S NAME		PHONE NUMBER		
ADDRESS		CITY	STATE	ZIP CODE
Email Address		Owner Occupied or Rental – please circle one if a rental your landlord must sign below		Zone
Proposed Change of Use – Circle Yes or No		Flood Plain – Circle Yes or No		Historic Classification
CONTRACTOR'S NAME OR SELF			PHONE NUMBER	
ADDRESS			PA HIC #	
PROJECT CONTACT PERSON			PHONE NUMBER	
TENANT'S NAME /APPLICANT			PHONE NUMBER	
** PROJECT ADDRESS (IF DIFFERENT THAN PROPERTY OWNER)			CITY	STATE
			ZIP CODE	

DESCRIPTION OF WORK (CHECK ALL THAT APPLY)		<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial
<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> SHED/OUTBUILDING	<input type="checkbox"/> CHECK HERE IF A FLOODPLAIN OR AN EASEMENT IS LOCATED ON THE LOT	
<input type="checkbox"/> ADDITION	<input type="checkbox"/> GARAGE ATTACHED	<input type="checkbox"/> SWIMMING POOL ABOVE GROUND	<input type="checkbox"/> CHANGE IN USE
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> GARAGE DETACHED	<input type="checkbox"/> SWIMMING POOL IN GROUND	<input type="checkbox"/> STORAGE POD
<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> SIGN	<input type="checkbox"/> HOT TUB/SPA	<input type="checkbox"/> OTHER
<input type="checkbox"/> PORCH	<input type="checkbox"/> FENCE	<input type="checkbox"/> CERTIFICATE OF COMPLIANCE	<input type="checkbox"/> HOME OCCUPATION
<input type="checkbox"/> DECK	<input type="checkbox"/> EROSION CONTROLS	<input type="checkbox"/> CERTIFICATE OF OCCUPANCY	

**Workers' Compensation Certificate must be provided before a permit may be issued**

ATTACHED plot plan, drawing, etc. Circle Yes or No BUILDING Permit Req. Circle Yes or No COST of Project \$

BRIEF DESCRIPTION OF PROJECT \_\_\_\_\_

**Sq Ft of Earth Disturbance** \_\_\_\_\_ A Storm Water Permit is required if land disturbed is over 1000 sq feet (Ord. 640)

IMPERVIOUS LOT COVERAGE: Existing + New Impervious Area = TOTAL sq Ft of impervious coverage

TOTAL IMPERVIOUS COVERAGE divided by sq ft of LOT SIZE = \_\_\_\_\_ % of LOT COVERAGE

\*Please include the attached Storm Water Permit Exemption Form if land disturbance is 1000 sq ft or less.

The property owner and applicant assume the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Borough or any other governing body. The applicant certifies that he/she understands all the applicable codes, ordinances and regulations. Application for a permit shall be made by the owner or lessee of the building or structure, or authorized agent of either, or by the registered design professional employed in connection with the proposed work. **I certify that the code official, or the code official's authorized representative, shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such**

permit. I agree that I am responsible for any fees incurred in reviewing proposed projects that I choose not to pursue.

Owner/Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

Zoning Officer Signature \_\_\_\_\_ Date Issued: \_\_\_\_\_

\_\_\_\_\_

Zoning Permit Fee: \$ \_\_\_\_\_ Check No. \_\_\_\_\_

Please provide a sketch of your lot showing existing (house, garage, patio, driveway, personal sidewalks, fences over 4', etc.) and proposed improvements; include dimensions, set backs from property lines & any other relevant information

A large grid of graph paper for sketching a lot plan. The grid consists of 20 columns and 30 rows of small squares, with dashed lines forming the grid boundaries. The grid is intended for drawing a site plan, including existing structures and proposed improvements, with dimensions and setbacks.