

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
PROPERTY ACCOUNT NUMBER		EXISTING USE	PROPOSED USE	
Zoning	Flood Plain	Historic Classification		
CONTRACTOR'S NAME		PHONE NUMBER		
ADDRESS		CITY	STATE	ZIP CODE
PROJECT CONTACT PERSON		PHONE NUMBER		
TENANT'S NAME (IF DIFFERENT THAN PROPERTY OWNER)		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"/> ALTERATION	<input type="checkbox"/> GARAGE DETACHED	<input type="checkbox"/> SWIMMING POOL IN GROUND
<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> SIGN	<input type="checkbox"/> HOT TUB/SPA
<input type="checkbox"/> PORCH	<input type="checkbox"/> FENCE	<input type="checkbox"/> CERTIFICATE OF COMPLIANCE
<input type="checkbox"/> DECK	<input type="checkbox"/>	<input type="checkbox"/> CERTIFICATE OF OCCUPANCY
		<input type="checkbox"/> CHANGE IN USE
		<input type="checkbox"/> STORAGE POD
		<input type="checkbox"/> OTHER
		<input type="checkbox"/> HOME OCCUPATION
		<input type="checkbox"/> STORAGE POD

Building Code Permit Required – Yes \_\_\_\_\_ No \_\_\_\_\_  
 Set Back Requirement – Front \_\_\_\_\_ Side \_\_\_\_\_ Rear \_\_\_\_\_  
 Parking Spaces Required \_\_\_\_\_  
 Attached plot plan, drawing, etc. – Yes \_\_\_\_\_ No \_\_\_\_\_  
 Workers Compensation Certificate must be attached for all work being done in Borough

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

COST OF CONSTRUCTION \$ \_\_\_\_\_ SQUARE FOOTAGE \_\_\_\_\_

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.**

**Signature:** Owner/Agent Signature \_\_\_\_\_ Date \_\_\_\_\_  
**Zoning Officer:** Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICIAL USE BELOW THIS LINE**

Permit Number \_\_\_\_\_  
 Date Issued \_\_\_\_\_  
 Zoning Permit Fee \_\_\_\_\_  
**Total Payable to Manheim Borough \$ \_\_\_\_\_**

Building permits must be posted in a visible location at the job site property address.

**Check number \_\_\_\_\_**

**Please provide a sketch of lot/buildings proposed (if necessary)**

