

DENNISON TOWNSHIP

ZONING PERMIT APPLICATION (revised 5/7/21)

Zoning Officer: John R. Varaly, AICP
(570) 574-3061
Email: jvaraly@ptd.net

ZONING PERMIT NUMBER: _____
(Leave Blank; Township Will Assign Number) Date Received _____

Permit Fee: _____

Permit Fee must be submitted with this application. Once an application is submitted to be processed fees are nonrefundable.

THE DENNISON TOWNSHIP ZONING ORDINANCE, ZONING MAP AND FEE SCHEDULE ARE AVAILABLE ONLINE AT: www.dennisontwp.org

You are required to complete all information within this application, including the required drawing of your property under Item 11; otherwise, this application will be deemed incomplete and will be returned to you. Please print legible responses to each question in black or blue ink. Application submitted to the Zoning Officer via email, must be formatted as a PDF document. No other type of formatting will be accepted. You may also return your completed application to the Dennison Township Municipal Building, 76 Walnut Street, White Haven PA 18661.

1. MAILING ADDRESS/ LOCATION OF PROPERTY FOR THIS APPLICATION:
(Vacant properties must also include the PIN Number of the property found in your deed.)

2. ZONING DISTRICT IN WHICH THE PROPERTY IS LOCATED: _____
(If uncertain leave blank or contact the Zoning Officer)

3. PRINT BELOW THE APPLICANT'S NAME, MAILING ADDRESS, EMAIL ADDRESS
and PHONE NUMBER:

4. PRINT BELOW THE OWNER'S NAME, MAILING ADDRESS, EMAIL ADDRESS
and PHONE NUMBER.

5. APPLICATION IS HEREBY MADE TO:

☐ ERECT A STRUCTURE PRINCIPAL ☐ ACCESSORY ☐

(Include dimensions of proposed structure under Item 7).

☐ ADD TO A STRUCTURE PRINCIPAL ☐ ACCESSORY ☐

(Include dimensions of proposed addition to structure under Item 7).

☐ CHANGE USE OF AN EXISTING STRUCTURE OR PROPERTY

☐ OCCUPANCY OF AN EXISTING STRUCTURE

☐ ERECT FENCING (Include the height of the fence under Item 7).

☐ INSTALL SWIMMING POOL ☐ IN-GROUND ☐ ABOVE-GROUND*

(Include dimensions of pool and height of required fencing (not less than 4ft.) under Item 7).

*Above ground pools that have a depth of less than 4 feet or a side wall exposure of less than 4ft. shall require fencing around the pool. An electrical permit is required for all swimming pools.

☐ INSTALL OFF-STREET PARKING AREA

☐ ERECT A SIGN

☐ ESTABLISH A HOME OCCUPATION

☐ USE OF LAND WITHOUT ANY STRUCTURE

☐ APPEAL OF VIOLATION NOTICE

☐ OTHER (PLEASE LIST) _____

6. WHICH OF THE FOLLOWING TYPES OF LAND USE BEST REFLECTS THE PROPOSED USE OF THE PROPERTY, STRUCTURE AND/OR LAND BASED UPON THE ITEM CHECKED UNDER NO. 5:

RESIDENTIAL ☐

COMMERCIAL ☐

INDUSTRIAL ☐

INSTITUTIONAL ☐

PUBLIC USE ☐

OTHER ☐

7. PROVIDE A NARRATIVE WHICH ACCURATELY EXPLAINS THE PURPOSE OF THIS APPLICATION BASED UPON THE BOX CHECKED UNDER ITEM NO. 5: (Use Additional Sheets if Necessary)

8. SIZE OF LOT: IS YOUR LOT IRREGULAR SHAPED? ☐ YES ☐ NO

_____ MAXIMUM WIDTH

_____ MAXIMUM DEPTH

_____ SQUARE FEET OF LOT

IS YOUR PROPERTY A CORNER LOT? ☐ YES ☐ NO

9. PROVIDE THE LOCATION OF PROPOSED STRUCTURE/USE ON LOT, INCLUDING ANY ADDITIONS 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, OR FENCE IF APPLICABLE.

10. PERCENT OF LOT COVERAGE: _____
(SUM OF THE SQUARE FEET OF ALL STRUCTURES, EXISTING AND PROPOSED, DIVIDED BY SIZE OF LOT). SEE ATTACHED EXAMPLE SHEET

11. ATTACH A CLEAR AND LEGIBLE SITE PLAN WHICH ACCURATELY ILLUSTRATES AND LABELS, AS APPLICABLE, ALL EXISTING AND PROPOSED STRUCTURES AND/OR DEVELOPMENT UPON THE PROPERTY INCLUDING BUT NOT LIMITED TO:

- THE LOT SIZE IN SQUARE FEET WHICH MUST INCLUDE DIMENSIONS OF THE LOT.
- THE LOCATION AND DIMENSIONS OF EXISTING AND PROPOSED STRUCTURES UPON THE LOT.
- THE MINIMUM SETBACK DISTANCES OF ALL EXISTING AND PROPOSED STRUCTURES, UPON THE LOT AS MEASURED TO THE NEAREST FRONT, REAR AND SIDE YARD PROPERTY LINES.

- THE LOCATION, DIMENSIONS AND PURPOSE OF ANY EXISTING EASEMENTS.
- IF APPLICABLE, THE LOCATION AND DIMENSIONS OF ALL EXISTING AND PROPOSED OFF-STREET PARKING SPACES.

THE SITE PLAN SHALL BE CONSIDERED PART OF THE APPLICATION. FAILURE TO PROVIDE AN ACCURATE SITE PLAN WILL RESULT IN YOUR APPLICATION BEING DEEMED INCOMPLETE AND IT WILL BE RETURNED TO YOU. IF DEEMED NECESSARY, THE ZONING OFFICER MAY REQUIRE THAT THE SITE PLAN BE DRAWN TO A PRESCRIBED SCALE. PLEASE REFER TO ATTACHED SAMPLE DRAWING FOR A RESIDENTIAL PROPERTY.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED WITHIN THIS APPLICATION IS TRUE, CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE. IT IS UNDERSTOOD AND AGREED 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 THE APPROVAL OF THIS PERMIT.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF OWNER

DATE

IF YOU ARE BOTH THE APPLICANT AND THE OWNER OF THE PROPERTY, SIGN BOTH OF THE ABOVE LINES. 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.

FAILURE TO COMMENCE THE WORK/IMPROVEMENTS APPROVED UNDER THIS PERMIT WITHIN ONE YEAR FROM THE DATE OF APPROVAL SHALL RENDER THE APPROVAL AS NULL AND VOID.

☐ APPROVED ☐ DENIED

SIGNATURE OF ZONING OFFICER

DATE

ADDITIONAL INFORMATION

BUILDING PERMITS

WITH FEW EXCEPTIONS, A BUILDING PERMIT WILL BE REQUIRED FOR THE BOX WHICH YOU CHECKED UNDER ITEM 5. PRIOR TO STARTING ANY WORK, PLEASE CONTACT TOWNSHIP BUILDING INSPECTION FIRM, BHW (570) 270-3900, FOR FURTHER INFORMATION.

SEWAGE ENFORCMENT OFFICER: STEVEN EGENSKI (570) 239-7086.

**ALL INFORMATION BELOW IS TO BE COMPLETED
BY THE TOWNSHIP ZONING OFFICER.**

- 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 APPROVAL OR DENIAL SHALL BE ATTACHED TO THIS PERMIT.

- C. IF THE APPLIATION HAS BEEN DENIED, 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 THE ZONING HEARING BOARD OR A COMPLETED APPLICATION FOR THE APPEAL TO THE ZONING HEARING BOARD.

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

DENNISON TOWNSHIP – ZONING PERMIT APPLICATION

**HOW TO CALCULATE THE PERCENT OF YOUR LOT COVERAGE
ITEM 10 ON APPLICATION**

INSTRUCTIONS

10. PERCENT OF LOT COVERAGE: _____
(SUM OF THE SQUARE FEET OF ALL STRUCTURES, EXISTING AND PROPOSED,
INCLUDING SWIMMING POOLS DIVIDED BY SIZE OF LOT).

EXAMPLE USING A HOME, WITH A DETACHED GARAGE AND A PROPOSED
SWIMMING POOL LOCATED UPON 5,000 SQUARE FEET LOT.

SAMPLE CALCULATION

AN EXISTING HOME THAT IS 25 FEET WIDE AND 40 LONG HAS A FOOT
PRINT THAT EQUALS 1,000 SQUARE FEET BASED UPON MULTIPLYING 25 X
40 = 1,000 SQUARE FEET.

AN EXISTING DETACHED GARAGE THAT IS 10 FEET WIDE AND 20 FEET
LONG HAS A FOOT PRINT THAT EQUALS 200 SQUARE FEET BASED UPON
MULTIPLYING 10 X 20 = 200 SQUARE FEET.

A PROPOSED SWIMMING POOL THAT IS 10 FEET WIDE AND 18 FEET LONG
HAS A FOOT PRINT THAT EQUALS 180 SQUARE FEET, BASED UPON
MULTIPLYING 10 X 18 = 180 SQUARE FEET.

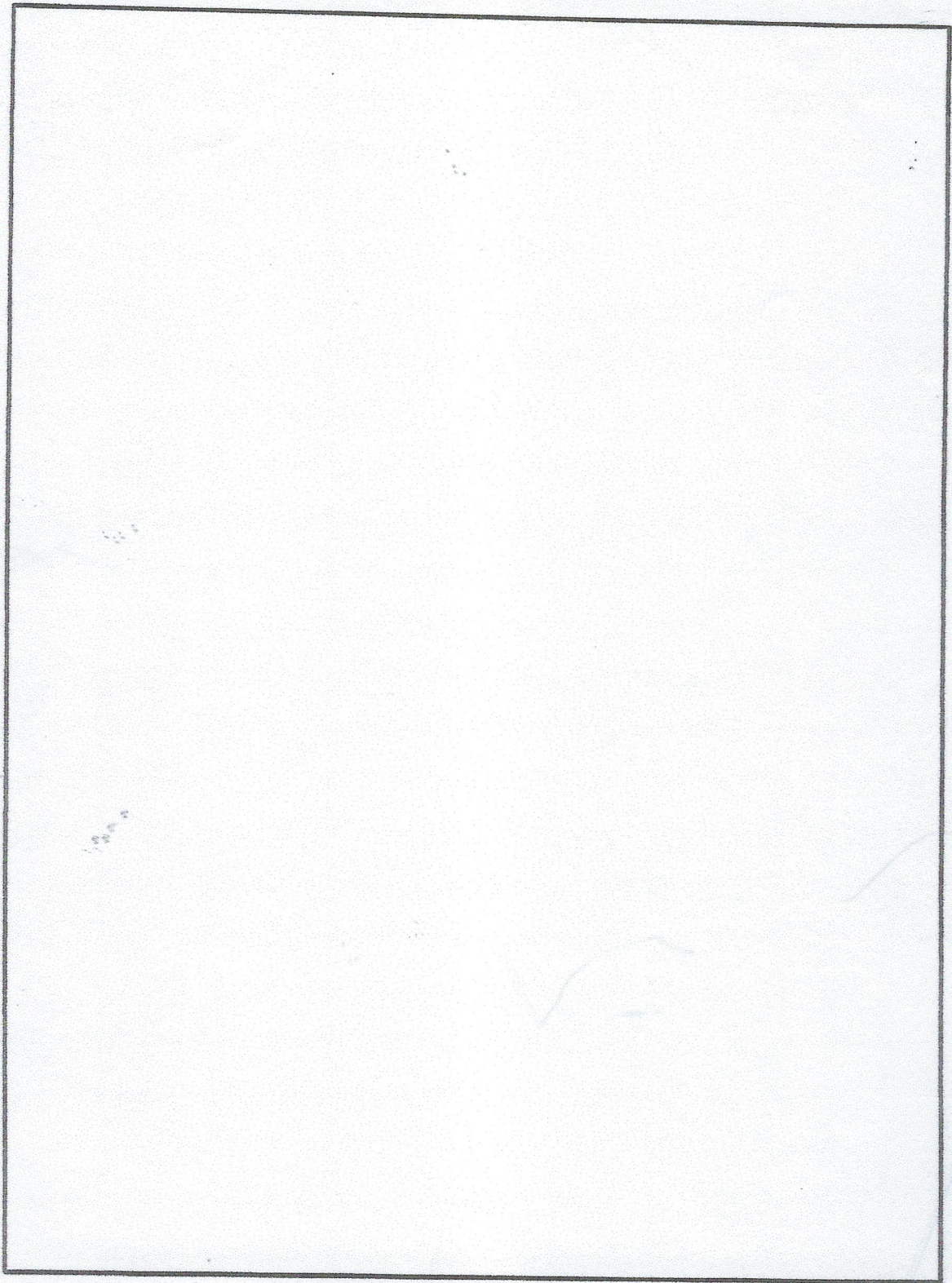
SUM OF SQUARE FEET OF ALL STRUCTURES: 1,000 + 200 + 180 = 1,380
SQUARE FEET.

SIZE OF PROPERTY = 5,000 SQUARE FEET

$1,380 \div 5,000 = .276$

.276 MULTIPLIED BY 100 = 27.6% LOT COVERAGE.

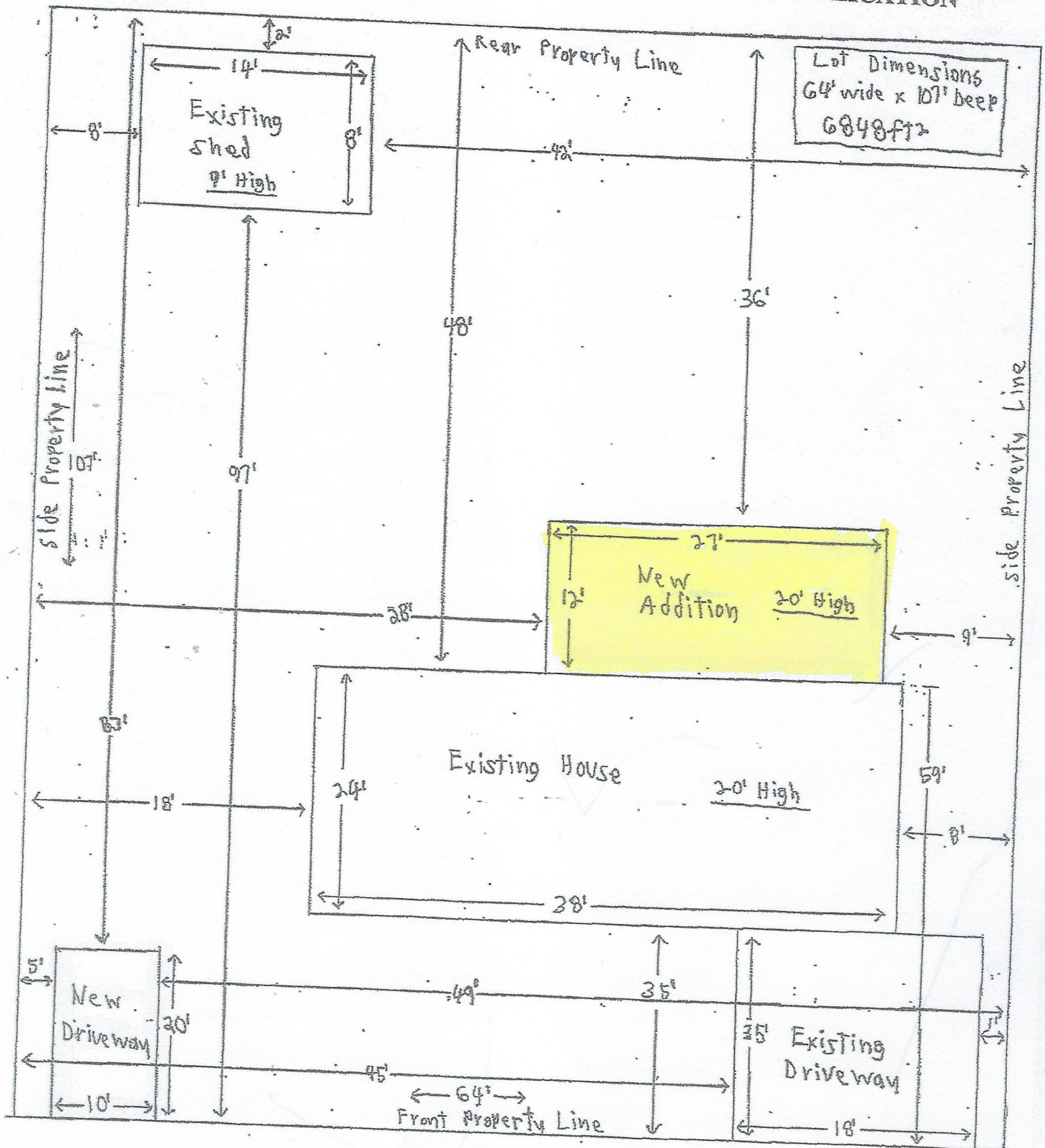
ITEM 11 REQUIRED DRAWING



NAME OF STREET

**IF PROPERTY IS A CORNER LOT INCLUDE THE NAME AND LOCATION OF
ADJOINING STREET.**

SAMPLE DRAWING PER ITEM 11 OF ZONING PERMIT APPLICATION



Name of Street

**DENNISON TOWNSHIP
RESOLUTION NO. 2 of 2016**

Whereas Section 1305 of the Dennison Township Zoning Ordinance provides that the Board of Supervisors shall establish by resolution a schedule of fees, charges and expenses and collection procedures for Zoning Permits, Certificates of Zoning Compliance, Certificates of Nonconformance, Appeals to the Zoning Hearing Board, applications for Conditional uses, Amendments to the Zoning Ordinance or Zoning Map, the Issuance of a Preliminary Opinion and any other matters pertaining to the administration of the Dennison Township Ordinance.

NOW THEREFORE BE IT RESOLVED THAT THE FOLLOWING SCHEDULE OF FEES IS HEREBY ADOPTED BY THE DENNISON TOWNSHIP BOARD OF SUPERVISORS.

SCHEDULE OF FEES

1. ZONING PERMITS

- A. RESIDENTIAL USES - NEW CONSTRUCTION INCLUDING MOBILE HOMES AND/OR MANUFACTURED HOUSING.

\$75.00

- B. RESIDENTIAL USES AND ADDITIONS, ACCESSORY STRUCTURES AND/OR USES, INCLUDING, BUT NOT LIMITED TO SWIMMING POOLS

\$25.00

- C. NONRESIDENTIAL USES INCLUDING NEW CONSTRUCTION AND/OR USE OF PROPERTY WITHOUT STRUCTURES

\$100.00

- D. NONRESIDENTIAL USES OF EXISTING STRUCTURES AND ADDITIONS AND ACCESSORY STRUCTURES AND/OR USES.

\$50.00

- E. SIGNS

Commercial/Industrial	\$50.00
Institutional	\$50.00
Public/Semipublic Uses	\$50.00
Billboards	\$200.00

The above fees under Item E. apply to the construction of a new sign or a replacement of an existing sign.

2. **CERTIFICATE OF NONCONFORMITY**

All Uses \$50.00

3. **CERTIFICATE OF ZONING COMPLIANCE (Per Section 1305)**

All Uses \$25.00

4. **ISSUANCE OF A PRELIMINARY OPINION (Per Section 1307)**

All Uses \$100.00

5. **APPLICATIONS TO ZONING HEARING BOARD (Filing Fee)**

All Uses \$250.00

In addition to the above referenced fee, the applicant shall be responsible for costs incurred by Dennison Township for notice and advertising costs, and one-half of the appearance fee of the stenographer. The cost of the original transcript, when required or requested shall be paid by the party appealing a decision of the Zoning Hearing Board or by the party requesting that transcripts be provided.

6. **CONDITIONAL USE PERMIT (Filing Fee)**

Residential \$1,000.00 plus \$20.00 per Dwelling unit or Mobile Home

Nonresidential Uses \$1,000.00 plus \$20.00 per Structure or per acre if there are no structures.

In addition to the above referenced filing fees, the applicant shall be responsible for costs incurred by Dennison Township for public notice and advertising costs, and one-half of the appearance fee of the stenographer. The cost of the original transcript, when required or requested shall be paid by the party appealing a decision of the Board of Supervisors or by the party requesting that transcripts be provided.

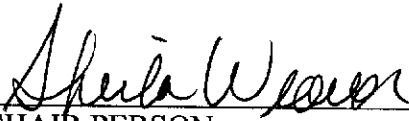
5. **AMENDMENTS**

Amendment to Text of Ordinance..... \$1,000.00

Amendment to Zoning Map \$1,000.00
Amendment Submitted as a Curative Amendment. \$1,000.00

In addition to the above referenced fees, the applicant shall be responsible for costs incurred by Dennison Township for public notice and advertising costs, and one-half of the appearance fee of the stenographer. The cost of the original transcript, when required or requested shall be paid by the party appealing a decision of the Board of Supervisors or by the party requesting that transcripts be provided.

ENACTED THIS 6th DAY OF April, 2016 BY THE
DENNISON TOWNSHIP BOARD OF SUPERVISORS.


CHAIR PERSON


VICE CHAIR PERSON


SUPERVISOR

ATTEST:


KATHLEEN STORTZ, SECRETARY