

APPLICATION FOR ZONING PERMIT - Residential
Millcreek Township

PERMIT # _____

INDEX # _____

Township Index # _____ County Tax Index # (33) _____ Permit # _____

WE, the undersigned, owners or their representative, of the following described property, do hereby apply to you for a Certificate of Zoning and for such use, based on the information hereinafter set out. This application is made subject to the penalties of 18 Pa. C.S.A. §4904 relating to unsworn falsification to authorities.

Address of Property for which application made: _____ Zip _____

Owner of Property _____ Ph. # _____

Address of Property Owner (if different) _____ Zip _____

Zoning Permit Applicant's Name (if different) _____ Ph.# _____

Zoning Permit Applicant's Address (if different) _____ Zip _____

Zoning District _____ Subdivision/Development: _____ Lot # _____

Lot Size: _____ Road Frontage _____ Depth _____ Area _____

Improvement: (check one)

_____ Single Family _____ Addition (i.e. family room, enclosed porch, 2nd floor, etc.)

_____ Accessory Building (i.e. garage, shed) _____ Deck

_____ Interior Remodeling _____ 2-Family _____ Multi-Family _____ Other

Describe Construction (i.e. 16'x16' addition to dwelling) _____

_____ Stories Dwelling units Presently on Lot: _____ Dwelling units on Completion: _____

Proposed off Street Parking _____ Required off Street Parking on Completion _____

Setbacks: Front Yard _____ Required _____ Height (grade to highest point)

Rear Yard _____ Required _____ Total Sq.Ft. of lot coverage _____

Side Yard _____ Required _____ % of lot coverage _____

Sq.Ft. of new building floor space _____

Estimated Construction Cost: \$ _____

Permit Fee: \$ _____

Date Permit Issued: _____

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Residential

Contractor/Builder Name: _____ Work's Comp. Insurance? _____

Contractor/Builder Address: _____ Ph.# _____

If lot is in an approved Subdivision/Development, will approved grading plan be preserved?: _____

If the lot is not within a development for which a grading plan has been approved, or the applicant is proposing a revision to a previously approved grading plan: Has a grading plan been submitted by applicant: _____

Has the grading plan been approved by Engineering?: _____ Date Approved: _____ Fee paid? _____

Is an access to State Highway or Township street requested?: _____

Submitted: Highway Occupancy Permit _____ Township Street Access Permit _____

Sidewalks are required to be constructed? _____ (Yes or No) Availability of Public Water (If Appl.) _____

Sewer connection permit _____ (If Appl.) Septic Permit No. _____ (If Appl.) Sewer Auth. _____

Flood Plain Designation: _____ Lowest Floor El. If Appl. _____ Bluff Recession Setback (Appl.)? _____

Was a Zoning Hearing Board decision needed for this permit? YES/NO Approved _____ Appeal# _____

If the proposed building or structure is within 50 feet from the top of a stream bank and/or located within a wetland area, I will contact the Pennsylvania DEP and obtain permission to build prior to starting construction

I hereby agree that all applicable provisions of the Millcreek Township Codes shall be complied with.

Applicant's Signature: _____

Date: _____

OFFICE SPACE ONLY

Date of Approval or Denial _____ Reason: _____

Date of Expiration: Six (6) months from date of issuance

Zoning Officer Signature: _____

MILLCREEK TOWNSHIP ZONING PERMIT

Index No. _____ Address _____

ZONING PERMIT SITE PLAN

PERMIT # _____

INDEX # _____

Zoning Permit # _____ Date _____

Zoning Administrator Authorization _____

**ZONING PERMIT IS NOT VALID UNLESS SITE PLAN IS AUTHORIZED BY
BCO/INSPECTOR BELOW.**

BCO/Inspector Site Plan Verification _____ Date _____
(Inspector)

Comments _____

Revised Site Plan Authorized (If Applicable) _____
(Inspector)

Date _____ Time _____

APPLICATION FOR TOWNSHIP SIDEWALK PERMIT

Address: _____

Township Index: _____

I apply to Millcreek Township for a permit to construct a sidewalk along the property at the address stated above. The shape of the lot, the location of the sidewalk are set forth on the Site Plan on the reverse side of this application. Items printed in boldface may be completed by the Zoning Officer if not known by the Applicant.

APPLICANT(S): _____

APPLICANT'S ADDRESS: _____ PHONE: _____

ZONING CLASSIFICATION: _____ SUBDIVISION/DEVELOPMENT: _____

SUBDIVISION/DEVELOPMENT LOT NUMBER: _____ LOT SIZE: _____

REASON FOR APPLICATION: _____

PERMIT FEE: \$25.00 (Due if lot is within a subdivision/development for which sidewalks required improvement)

IS PERMIT FEE DUE? _____ (YES OR NO)

IS \$500.00 DEPOSIT DUE? _____ (YES OR NO)

NAME OF CONTRACTOR: _____

CONTRACTOR'S ADDRESS: _____ PHONE: _____

If the applicant is other than the owner or lessee of the property, an affidavit of the owner/lessee must be filed with this application. Applicant certifies that: (1) the facts set forth on this application are true and correct; (2) all construction shall be in accordance with the Millcreek Township Public & Private Improvements Code including but not limited to the American Disabilities Act and Township specifications for sidewalk construction; (3) no construction shall be done without a request for inspection therefor first being made to the Township; (4) the construction and use will be in accordance with this application; (5) Applicant has been provided with a copy of the Township's construction standards for sidewalk construction; (6) the sidewalks shall be completed by the deadline for completion set forth on the permit below and (7) this application is made subject to the penalties of 18 Pa. C.S.A. §4904 relating to unsworn falsification to authorities.

Date: _____

Applicant's Signature

(TO BE COMPLETED BY ZONING OFFICER)

HAS A BUILDING PERMIT BEEN ISSUED? _____ YES _____ NO

PERMIT # _____

APPLICATION IS: _____ APPROVED _____ DENIED

REASON FOR DENIAL: _____

ALL SIDEWALKS SHALL BE COMPLETED ON OR BEFORE: Occupancy of buildings, and not later than _____

Date: _____

Signature of Zoning Officer

**APPLICATION FOR TOWNSHIP STREET ACCESS PERMIT
(MINIMUM VOLUME USE ONLY)**

Address: _____ Township Index: _____ County Index: (33) _____

I hereby make application to Millcreek Township for a permit to access _____, a public street of Millcreek Township, by means of a _____ to service the above property, in connection with an application for permit to construct or alter a building thereon. The shape of the lot, the location and size of existing and proposed building and other pertinent information are as set forth on the application for building permit. Items set forth hereon. Items printed in boldface may be completed by the Zoning Officer if not known by the Applicant.

APPLICANT: _____ REPRESENTATIVE: _____

APPLICANT'S ADDRESS: _____ TELEPHONE: _____

ZONING CLASSIFICATION: _____ SUBDIVISION/DEVELOPMENT: _____

LOT SIZE: _____ SUBDIVISION/DEVELOPMENT LOT NUMBER: _____

BUILDING SIZE: _____ WIDE _____ LONG _____ HIGH _____ AREA: _____ SQ. FT.

PROPOSED USE: _____

ESTIMATED DAILY TRAFFIC VOLUME: _____

BASIS OF ESTIMATED VOLUME: _____

NATURE/SOURCE OF TRAFFIC VOLUME: _____

I certify that the facts set forth on this application are true and correct. I understand that facts set forth on my application for building permit and any required occupancy certificate shall be incorporated into this application. I certify that access as authorized shall be constructed and maintained in accordance with the Performance Standards for Minimum Traffic Volume Access, a copy of which I have received this date. I understand that any Township street access is authorized only for the use and represented traffic volume, and that any change in use or in traffic volume classification will require the approval of Millcreek Township.

Date: _____

Applicant's Signature

(TO BE COMPLETED BY ZONING OFFICER)

TRAFFIC VOLUME CLASSIFICATION: _____ BASIS: _____

HAS BUILDING PERMIT BEEN ISSUED? _____ YES _____ NO PERMIT # _____

APPLICATION IS: _____ APPROVED _____ DENIED

REASON: _____
(Permit cannot be approved except in connection with building permit where requirements for access are met.)

HAVE DRIVE ACCESS PERFORMANCE STANDARDS BEEN GIVEN TO APPLICANT? _____

Date: _____

Signature of Zoning Officer

**MILLCREEK TOWNSHIP
PERFORMANCE STANDARDS
MINIMUM TRAFFIC VOLUME STREET ACCESS**

1. A minimum use drive or driveway is one whose average traffic volume is not greater than twenty-five vehicles entering and exiting in a given day.
2. Off-street parking shall be provided for a residential use on the basis of a minimum of two (2) paved parking spaces per dwelling unit. Such parking may be provided as an individual garage, carport or driveway located behind the property line on the lot or in a parking compound located within 300 feet of the dwelling unit which it serves.
3. A minimum of eight and one-half feet (8 ½') by nineteen feet (19') shall be provided for each individual parking space, exclusive of handicapped spaces.
4. Driveway aprons shall be set at the finished elevation of the accessed street's asphalt wearing course.
5. No drive, street, driveway or driveway apron shall be installed within two feet (2') from the outside edge of any existing catch basin or catch basin grate.
6. The width of any entrance driveway shall not exceed thirty-five feet (35'), measured at right angles to the axis of said driveway.
7. No two driveways serving one property shall be located within fifteen feet (15') of each other at their intersection with the street line.
8. No entrance driveway shall intersect a street line at an intersection angle of less than 45 degrees.
9. Driveway approaches shall be flared at their intersection with the street with radii not exceeding twenty feet (20'). The entire flare shall fall within the street's right-of-way.
10. The drive must have a minimum of twenty feet (20') tangent distance in curbed area or thirty feet (30') minimum tangent distance in uncurbed area between the drive and the nearest intersection.
11. The difference between the cross slope of the roadway and the drive grade shall not exceed eight percent (8%).
12. All driveways must be constructed in accordance with Millcreek Township's Public and Private Improvement Code (Ordinance 2003-3) as amended and attached drawings. It is the responsibility of the person responsible for driveway construction to obtain and meet such specifications.
13. Where a lot abuts a street whose top paving (asphalt wearing) course has not yet been applied, the lot owner shall, prior to commencement of and throughout the snow plowing season, install on each side of the driveway apron as constructed stakes not less than four feet (4') in posted height and with reflectors, these stakes to be located one foot (1') outside the paved street area.
14. Materials and construction for driveways within the Township right-of-way shall conform with the PennDOT Publication 408 Sections referred to in Section 5.06.2 of Millcreek Township's Public and Private Improvement Code.

I acknowledge receipt of a copy of these Performance Standards and certify that construction will be in accordance with them.

Date: _____ Permit Number: _____
Applicant's Signature

MILLCREEK TOWNSHIP
3608 West 26th Street
Erie, PA 16506

AFFIDAVIT OF OWNER OR LESSEE

Property Address: _____ Township Index: _____

Permit(s), Certificate(s) Applied For: _____

In connection with the application for permit being made by _____
on behalf of the undersigned, I affirm as follows:

1. The undersigned is owner or lessee of the property subject to the application.
2. The undersigned has legal authority to effect the use and construction proposed.
3. The above named person or firm is authorized by the undersigned to apply for a permit and/or certificate of occupancy on behalf of the owner/lessee.
4. The proposed work is set forth on the permit application is authorized by the undersigned.
5. The undersigned shall be bound by all representations set forth on the application(s) for permit and/or certificate of use, and is responsible for reviewing the same to ensure their accuracy.
6. The undersigned acknowledges that he/she/it is obligated to comply with all Federal and State laws and local ordinances and regulations governing the proposed work and the permit and/or certificate for which the application is made.
7. The statements made in this Affidavit are true and correct. This statement is made subject to the penalties of the 18 Pa. C.S.A. § 4904 relating to unsworn falsification to authorities.

_____, Owner

_____, Owner

_____, Owner

Date _____

AFFIDAVIT OF PROPERTY OWNER
IN SUPPORT OF APPLICATION FOR ZONING PERMIT

The undersigned, being duly sworn according to law, deposes and says as follows in support of the foregoing application to Millcreek Township for a zoning permit:

1. The undersigned has been advised that Act No. 44 of 1993 of the Commonwealth of Pennsylvania requires that all contractors making application for a Zoning Permit supply their taxpayer identification numbers and proof that they maintain appropriate Worker's Compensation Insurance covering their employees.
2. The undersigned has filed with the Township of Millcreek an application for a Zoning Permit, which permit is to be attached hereto.
3. The undersigned has represented to the Township of Millcreek that the undersigned shall be responsible for construction of the proposed improvement and that this application is not made by the undersigned for the purpose of avoiding statutory requirements imposed upon contractors.
4. The undersigned understands that a non-contractor property owner is not obligated under Act No. 44 of 1993 to provide proof of Worker's Compensation insurance in support of the permit application
5. The undersigned has been advised that, should he/she/it/they retain a contractor to construct the proposed improvement, the undersigned may become liable for damages should an individual contractor or employee of a contractor or of the undersigned be injured in connection with the project and appropriate Worker's Compensation insurance not be in force.
6. The facts set forth in this Affidavit are true and correct to the best of the undersigned's knowledge, information and belief, and this Affidavit shall be and remain a part of the undersigned's application for permit.
7. It is understood and agreed by Applicant that this Affidavit shall be a part of the Application and that the action of the Township of Millcreek shall be in reliance upon the truth of the averments set forth above.

Applicant

Applicant

Date: _____