Chestnuthill Township
Pave & Driveway
Zoning Permit Application

PO Box 243, Rt. 715 S.
Brodheadsville, PA 18322
Phone: 570-992-7247 ext.29
Fax: 570-992-2225
Email:mneeb@chestnuthilltwp-pa.gov
www.chestnuthilltwp-pa.gov

Pride In Chestnuthill

Requirements:

1. Attach a complete dimensioned plot of the lot and location, include placement of the structure on the plot plan and setbacks, include street names, any wetlands delineation; Show lot lines, septic and well locations. Include the dimensions of the proposed structure.

2. Provide the Parcel Identification Number. If this property has changed owners provide the date of change.

3. Submit a copy of specs for all construction.

4. Enclose a signed copy of the construction agreement and 2 copies of insurance information, General Liability and Workman's Compensation.

5. All transactions must be **check, money order, or credit/debit card** and accompany a completed permit application.

6. Driveways proposed to enter onto a **Township Road** must be constructed to meet the Chestnuthill Township Driveway Ordinance (maximum grade 15% and culvert pipe 15 inch minimum I.D. needed) Driveways proposed to enter onto a Private Road must also meet those specifications.

7. Driveways proposed to enter onto a State Road or a Federal Highway require an approved Highway Occupancy Permit which is issued by PENNDOT. **Please provide us with a copy.**

8. Applications must also be in conformance with Chestnuthill Township Stormwater Management Ordinance.

Select Applicable Fees

Make Checks Payable to Chestnuthill Township
Credit/Debit Cards Accepted

Pave: **$25.00**

Additional Driveway: **$50.00**

◯ Pave

◯ Additional Driveway

Lot Owner Name:

Lot Owner Phone Number:

Lot Owner Address:

Lot Address (If Vacant Lot Location):

14 Digit Parcel Identification Number:

Is the 911 Address Posted Correctly:

◯ Yes ◯ No

Select Zone/District:

◯ RR ◯ R-1 ◯ R-2 ◯ R-3 ◯ RS ◯ CR ◯ LIC ◯ BP
◯ VC ◯ GC ◯ GI ◯ I

Total Sq. Ft. (Impervious Coverage)

Contractor Name:

Final Cost of Driveway:

Contractor Phone Number:

Contractor Address:

If applicant is not the lot owner please complete the applicant information below.

Applicant Name:

Applicant Phone Number:

Applicant Address:

Please note that it is the property owners' responsibility per Township Ordinance (Chapter 44) that driveway pipes and swales be clear of all debris and be maintained for proper storm water drainage.

I fully understand the provisions of this application and herby certify that all information submitted is true and correct to the best of my knowledge

Applicant Signature:_____

Owner Signature:_____

Permit Number:

Date of Application:

Permit Status:

○ Approved

○ Denied

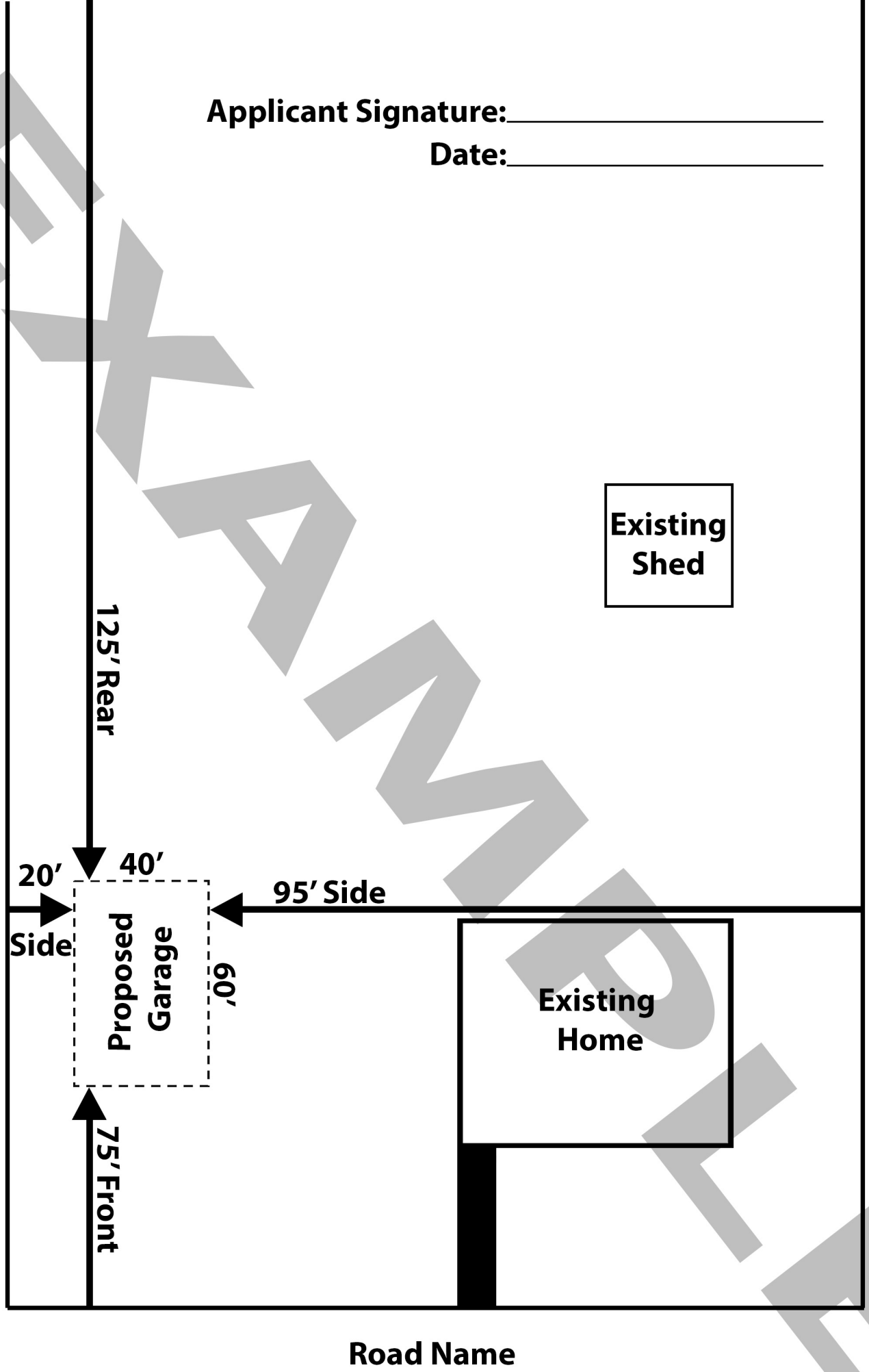
Reason (If Denied):

Matthew T. Neeb
Zoning Officer

Revised: 01/17

Applicant Signature:_____

Date:_____



EXAMPLE

Applicant Signature:_____

Date:_____

Road Name

If we can't find you, we can't help you!

Correct Placement

Incorrect Placement

Some DOs and DON'Ts to help you with proper sign placement

Do place your sign…	Don't…
• With 4 inch numbers • At least 3 feet but no greater than 6 feet above the ground surface • On the same side as your driveway • So it is adequately visible from both directions of travel • At least 4 feet off of the edge of the paved roadway • Call 811 (One Call) before your dig!	• Purchase a sign with 3 inch numbers • Place the sign across the street from your driveway • Place the sign below 3 feet as it may be obscured by snow in the winter.

Chestnuthill Township Ordinance 2011-03 requires reflective emergency response signs be placed at all driveway entrances to occupied structures. Be sure your sign measure 6" by 18" reflective green with 4" reflective white numbers on both sides. Signs can be purchased at any retail store which carries the 6" x 18" reflective green sign and 4" reflective white numbers.