

# Chestnuthill Township

## Application for Special Event Permit



P.O. Box 243, 271 Rt. 715  
Brodheads ville, PA 18322  
Phone: 570-992-7247  
Fax: 570-992-2225

[www.chestnuthilltwp-pa.gov](http://www.chestnuthilltwp-pa.gov)  
Email: [mneeb@chestnuthilltwp-pa.gov](mailto:mneeb@chestnuthilltwp-pa.gov)

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**Fee: \$50.00**

Make checks payable to Chestnuthill Township  
Credit/Debit Cards Accepted

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Applicant Name:

Phone Number:

Applicant Address:

14-Digit Parcel Identification Number:

Is the 911 Address Posted Correctly:

Yes

No

Property Address:

Present Usage of Property:

Provide a detailed explanation of the special event, including Times, Participants, Supportive Data, and other related permits or approvals. (Attach Additional Sheets as Required):

Who is the Insurance Provider? Please provide a Valid Certificate::

If required, have the State Police, Fire, Ambulance Companies and Road Dept. been notified? Provide Detail:

Yes  
No

If required, will security be provided? Provide Detail:

Yes  
No

*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: \_\_\_\_\_

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**LEAVE THIS SECTION EMPTY: TO BE COMPLETED UPON REVIEW OF THE ZONING OFFICER**

License (Permit Number):

Date of Application:

Permit Status:

Reason (If Denied):

Approved

Denied

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Matthew T. Neeb  
Zoning Officer

Revised: 01/17

# 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...

- 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!

### Don't...

- 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.