

OXFORD TOWNSHIP

780 HANOVER ST PO BOX 86
NEW OXFORD, PA 17350



PHONE: (717) 624-4544
FAX: (717) 624-3511

Date Received: _____

PermitNo.: _____

MUNICIPAL PERMIT APPLICATION

TO BE FILLED IN BY APPLICANT:

Application is hereby made for a permit in compliance with the Oxford Township Zoning Ordinance. Approval of this permit application constitutes compliance with all Zoning Ordinance requirements. The application shall be considered complete when all adequate required documentation is submitted.

A **Site Sketch Plan/Plot Plan** shall be submitted with this application showing the location of the proposed building or use shall accompany this application (scale not needed). Show dimensions of all property boundaries comprising the lot/parcel shape, locations of existing right-of-ways, stream(s), flood plain(s), public roadway(s), private road(s), driveway(s), well(s), septic(s), existing structures, and present usage or occupancy. No changes will be made to this application and/or Plot Plan without submitting written notification and plans for such changes.

1. Property Owner(s): _____ Phone: _____

2. Owner(s) Address: _____

3. Applicant: _____ Phone: _____

Cell Phone: _____ Email: _____

4. Applicant Address: _____

5. Location of Property: _____

6. Area of Lot/Parcel (sq.ft or acres): _____ Parcel/Tax I.D.#: _____

7. Describe Present Uses/Structures: _____

8. Parking Spaces (off street): Present: _____ Proposed: _____ Height of Proposed Building: _____

9. Present Use: _____ Proposed Use: _____

10. Describe Project (Check all that apply):

Erect a New Structure(s)

Home Occupation

Replace a Structure(s)

Repair/ Remodel

Add to a Structure(s)

Change of Occupancy

Pool

Erect/Replace a Sign *See Sign Permit Zoning Application to be included with this application*

Other (Please Specify): _____

10. Describe Proposed Project/Use in more detail: _____

_____ Cost / Value of Construction _____

I verify that the foregoing statements are true to the best of my information and belief. I understand that false statements herein are subject to the penalties of 18 PA C.S.A. relating to unsworn falsifications to authorities. I also understand that it is the applicant's responsibility to obtain a Building Permit prior to starting construction as per Act 45. I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I understand and assume responsibility for the establishment of official property lines for required setbacks prior to the start of construction, and agree to conform to all applicable laws of this jurisdiction. I certify that the Code official or his representative shall have the authority to enter the areas in which this work is being performed, at any reasonable hour, to enforce the provisions of the Codes governing this project.

Applicant Name – please print

Signature of Applicant

Date

Fee consistent with adopted fee schedule for Oxford Township is required at time of permit issuance – to be paid to Oxford Township – thank you

For official Use Only

TO BE FILLED IN BY ZONING OFFICER/ADMINISTRATOR:

The following shall be the minimum requirements for the proposed project(s) as set forth in the Oxford Township Zoning Ordinance.

1. Plot Plan Submitted? YES NO NOT REQUIRED

2. Zoning District of Property: _____

Required Building Setback: Front: _____ Rear: _____ Side: _____

Proposed Structure Setback: Front: _____ Rear: _____ Side: _____

Second Structure Setback: Front: _____ Rear: _____ Side: _____

Does proposed project conform with Building Setback requirements?: Yes No Not Applicable

Remarks: _____

3. Minimum Loading Space: _____ Loading Space Provided: _____

4. Maximum Sign Area: _____ Proposed Sign Area: _____

5. Maximum Lot Coverage: _____ Proposed Lot Coverage: _____

6. Remarks: _____

7. Fee: \$ _____ Date Paid: _____ (Check #: _____ Cash)

CERTIFICATION

1. The proposal DOES DOES NOT comply with the Oxford Township Zoning Ordinance.

2. The proposal DOES DOES NOT require any new water and sewer connection, and complies with the DEP and Oxford Township Rules & Regulations.

3. A Uniform Construction Code Building Permit is required YES NO

Remark: _____

4. A variance is required YES NO

5. A Special Exception is required YES NO

6. A permit for the above described project/use was GRANTED DENIED EXEMPT

on this _____ day of _____, 20 _____

7. This permit expires on the _____ day of _____, 20 _____

87. If applicable, the following conditions were placed on a special exception permit by the Zoning Hearing Board:

a. _____

b. _____

c. _____

9. Signature of Zoning Officer: _____

Date: _____