

# HIGHLAND TOWNSHIP BUILDING PERMIT APPLICATION

App. Date \_\_\_\_\_ Permit Number \_\_\_\_\_ Type of permit; ☐ building,

☐ other (explain) \_\_\_\_\_

Parcel Number \_\_\_\_\_ Building Type ☐ residential, ☐ commercial

**IMPORTANT - Applicant instructions:** For all applications complete and or mark parts 1, 2, 3, 4, 5, 6 and 7. Parts 8, 9 and 10 are for department use only. **Return completed application and supporting documentation to Land and Sea Services, LLC at 1837 Heidlersburg Road, Aspers, PA 17304.**

## **Part # 1 PROPERTY INFORMATION**

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## **Part # 2 OWNER INFORMATION**

First Name \_\_\_\_\_ Last name or Business name \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## **Part #3 CONTRACTORS INFORMATION**

Architect/Engineer \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Phone # \_\_\_\_\_

General Contractor \_\_\_\_\_ Pa. Reg Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Phone # \_\_\_\_\_

Electrical Contractor \_\_\_\_\_ Pa. Reg Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Phone # \_\_\_\_\_

#### **Part # 4 IMPROVEMENT TYPE**

☐ New construction ☐ Addition ☐ Alteration ☐ Repair/replacement

New projects include construction information, drawings with measurements. (see example)

☐ Change of use (explain) \_\_\_\_\_ ☐ other (explain) \_\_\_\_\_

Building improvements Value \$ \_\_\_\_\_ ☐ Actual ☐ Estimated

#### **Part # 5 PROPOSED USES**

☐ Residential ☐ Storage ☐ Business ☐ Assembly ☐ Factory ☐ Educational ☐ Institutional ☐ Other

Living area \_\_\_\_\_sq.ft. Garage area \_\_\_\_\_sq.ft. Building area \_\_\_\_\_sq.ft.

#### **Part # 6 TRADE INSPECTIONS REQUIRED**

Building: ☐ Y ☐ N Structural type \_\_\_\_\_ Number of rooms \_\_\_\_\_

Electrical: ☐ Y ☐ N Service size \_\_\_\_\_

Plumbing: ☐ Y ☐ N Number of bath rooms \_\_\_\_\_

Mechanical: ☐ Y ☐ N Type of heating \_\_\_\_\_

Other: ☐ Y ☐ N Type \_\_\_\_\_

#### **Part # 7 CERTIFICATION**

I 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 application as there authorized agent and I agree to conform to all the applicable laws of the State of Pennsylvania and the local municipality. In addition if a permit for the work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit during normal business hours to enforce the provisions of the Pennsylvania Uniform Construction Code Act, # 245 of 1999 and any appendix amendments.

Signature of applicant \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_

Phone number, land line \_\_\_\_\_ Cell \_\_\_\_\_

Part # 8 PROJECT DOCUMENTS SUBMITTED

Architectural ( ) Structural ( ) Mechanical ( ) Electrical ( ) Job Specifications Sprinkler ( ) Other ( )

Part # 9 PROJECT DOCUMENTS SIGNED AND SEALED

Architectural ( ) Structural ( ) Mechanical ( ) Electrical ( ) Job Specifications Sprinkler ( ) Other ( )

Part #10 VALIDATIONS

Total sq.ft. Of living area \_\_\_\_\_

Building : ----- \$ \_\_\_\_\_

Electrical : ----- \$ \_\_\_\_\_

Plumbing: ----- \$ \_\_\_\_\_

Mechanical: ----- \$ \_\_\_\_\_

Township: ----- \$ \_\_\_\_\_

State UCC fee: ----- \$ \_\_\_\_\_

Total Fees: ----- \$ \_\_\_\_\_

Approved By: \_\_\_\_\_ Title: \_\_\_\_\_

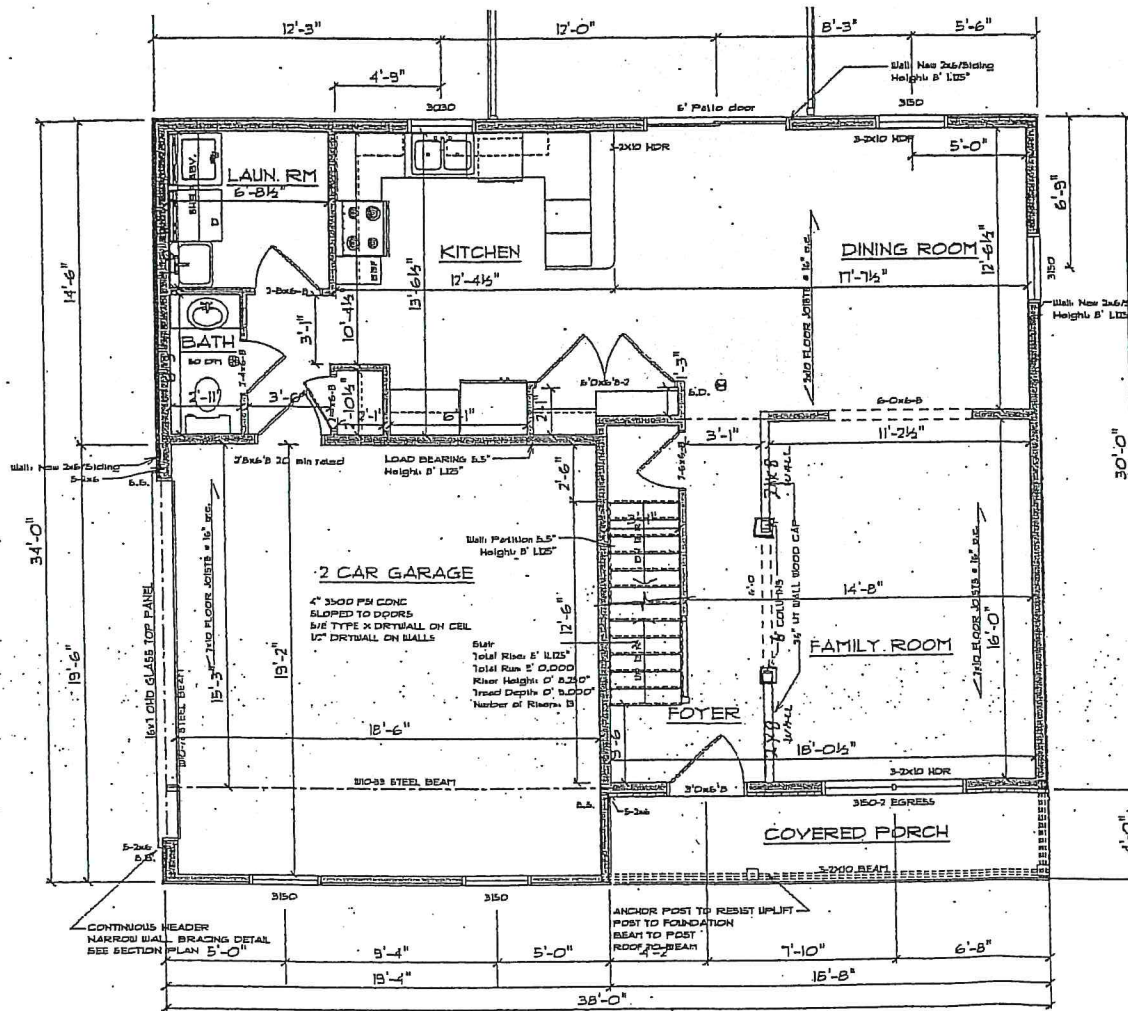
Approved Date: \_\_\_\_\_

# RESIDENTIAL EXAMPLE ONLY (Building Plan)

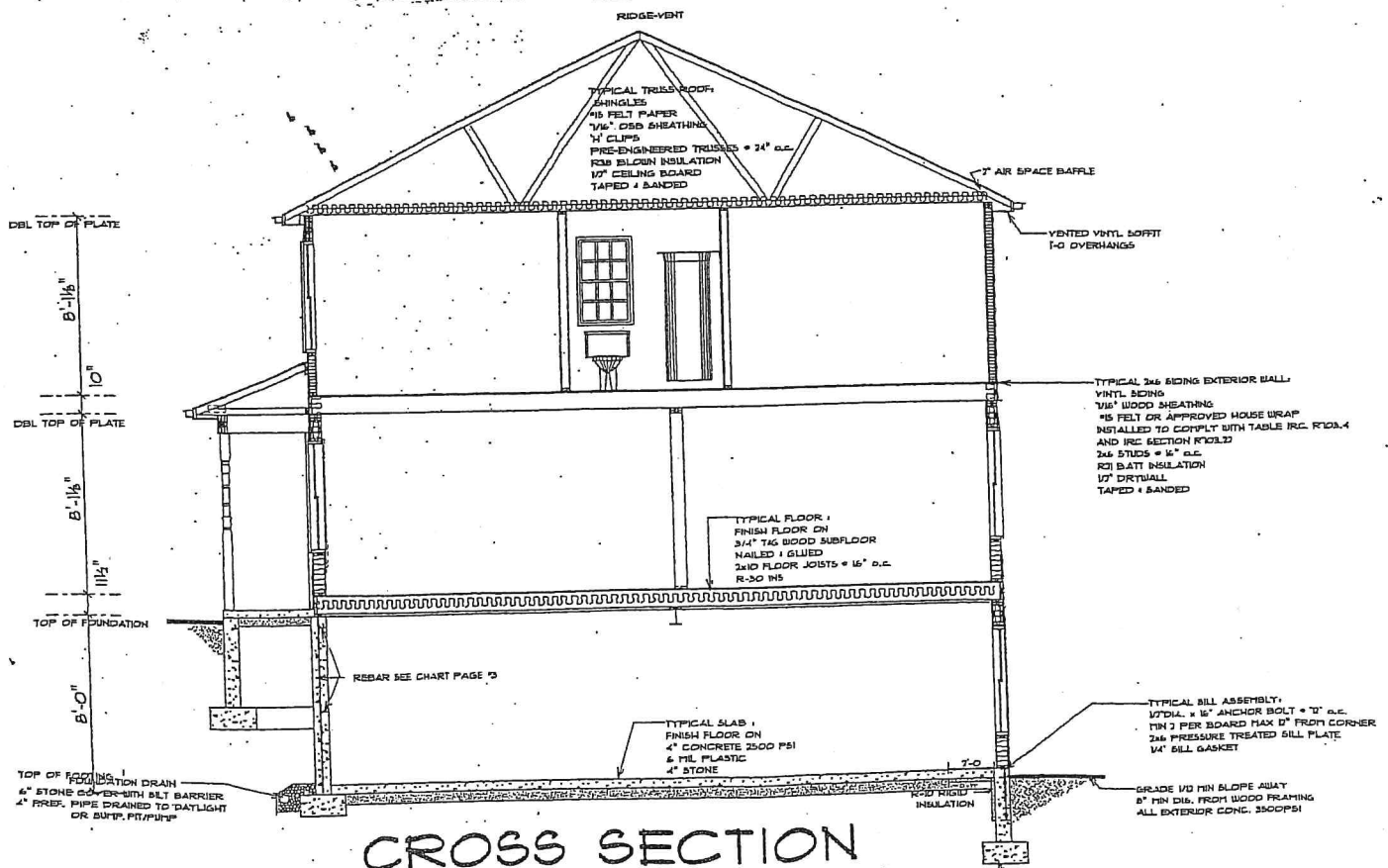
Can be a  
penciled  
drawing.

But must  
include the  
following;  
\* Dimensions  
\* Each floor  
\* Foundation  
\* Lumber sizes  
\* Room use  
\* Cross section

For decks:  
similar  
information  
needed.

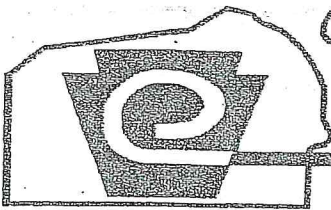


## FIRST FLOOR PLAN



## CROSS SECTION





# Adams County Conservation District

670 Old Harrisburg Road  
Suite 201  
Gettysburg, PA 17325-3404

Phone (717) 334-0636 Fax (717) 337-0730  
www.adamscounty.us

Revised November 2010

## BASIC CHECKLIST FOR INFORMING THE PUBLIC ABOUT REQUIREMENTS PERTAINING TO EARTH DISTURBANCE ACTIVITIES IN PA

1. Will the project involve an earth disturbance activity?    Yes    No    (circle one)
2. If yes, what is the approximate size of the earth disturbance activity in sq ft? \_\_\_\_\_
3. Does the project involve earth disturbance activities greater than 5000 sq ft but below one acre?  
YES    NO    If YES, a written e&s plan is required. Refer to "typical" for general guidance
4. Could the project have a sum total of 1 or more acres of earth disturbance over the entire life of the project?  
YES    NO  
If YES, you should inform the applicant to contact the Conservation District to obtain an NPDES construction permit application.
5. Does the proposed project involve earth disturbance activities in, along or adjacent to Waters of this Commonwealth?    YES    NO    If YES, contact the Conservation District

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### Definitions -taken from the Ch. 102 (erosion and sediment control regulations):

**Earth disturbance activity** – a construction or other human activity which disturbs the surface of the land, including, but not limited to, clearing and grubbing, grading, excavations, embankments, land development, agricultural plowing & tilling, timber harvesting activities, road maintenance activities, mineral extraction, and the moving, depositing, stockpiling, or storing of soil, rock or earth materials

**Waters of this Commonwealth** – rivers, streams, creeks, rivulets, impoundments, ditches, watercourses, storm sewers, lakes, dammed water, wetlands, ponds, springs and other bodies or channels of conveyance of surface and underground water, or parts thereof, whether natural or artificial, within or on the boundaries of this Commonwealth

**\*\*\*\* For earth disturbance activities of less than 5000 sq ft, erosion and sediment control best management practices shall still be incorporated into the project.**

Your signature implies that the municipality has provided you with an erosion and sediment control (e&s) checklist. This checklist was prepared by the Adams County Conservation District (District). The checklist was developed in order to bring public awareness to the basic requirements pertaining to earth disturbance activities.

It should also be noted that the District has legal authority to enter onto properties to perform inspections of earth disturbance activities.

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

Witnessed by: \_\_\_\_\_

Date: \_\_\_\_\_

\*The Municipality should provide the applicant a copy of the signed document.