



**Accessory Structure. Fee \$40.00** complete below items:

- Plans are to (check one) construct new/ \_\_\_\_ modify existing/ \_\_\_\_ reconstruct/replace existing accessory structure.
- Identify the type(s) of accessory structure proposed; \_\_\_\_ shed; \_\_\_\_ detached garage; \_\_\_\_ swimming pool; \_\_\_\_ gazebo; \_\_\_\_ other; \_\_\_\_\_
- Show the location of the proposed structure on the survey with distances to property lines, or critical areas (floodplains, steep slopes, wetlands, transition areas) when present.
- The size of the proposed structure is: \_\_\_\_\_ sq. ft.
- Number of existing accessory structures on property: \_\_\_\_\_
- For a pool, hot tub, Jacuzzi, etc., also complete the following:  
(check one) Permanent; \_\_\_\_ or Temporary (seasonal); \_\_\_\_  
(check one) Below Ground Pool; \_\_\_\_ or Above Ground Pool; \_\_\_\_  
Proposed surface area of water = \_\_\_\_\_ sq. ft.  
Water depth below ground = \_\_\_\_\_ and Water depth above ground = \_\_\_\_\_

**Deck (open with no roof) Fee \$40.00**

- Show the location and size of the proposed deck on the survey with distances to property lines, or critical areas (floodplains, steep slopes, wetlands, transition areas) when present.

**Hedge, Fence or Wall Fee \$40.00** [Note: No fee required for temporary fences.] Complete below items as applicable.

- Identify the type of barrier proposed: (check all that apply) Vegetation Hedge; \_\_\_\_ Fence; \_\_\_\_ Deer Fence; \_\_\_\_ Wall; \_\_\_\_ (incl. retaining walls 4 ft. or less in height – see below).
- Show the location of the proposed Hedge, Fence or Wall on the survey with distances to property lines, or critical areas, (floodplains, steep slopes, wetlands, transition areas) when present.
- Height of proposed fence or wall is: (check one) In Front Yard; \_\_\_\_ In Rear Yard; \_\_\_\_ In Side Yard; \_\_\_\_.
- Identify the type of plant material proposed for a hedge \_\_\_\_\_ and estimated width (diameter) of plant at maturity \_\_\_\_\_.
- Fence will be the following type: (check all that apply) Open Wire or Wood; \_\_\_\_ Closed-Sight (e.g. stockade); \_\_\_\_ Barbed Wire; \_\_\_\_ Plastic-Mesh Deer Fencing; \_\_\_\_ Temporary; (duration= \_\_\_\_\_).
- Identify the type of material proposed for construction of a wall: \_\_\_\_\_.  
[Note: Chap. 145, Section 304 of the Borough Code requires the following setbacks for these structures: closed-sight fence = 2 ft; open-sight fence = 6 in.; hedge = one-half the projected width of the plant at maturity; wall = 2 ft. from property line of critical area.]

**Retaining Walls Higher Than 4 Feet. Fee \$70.00 Plus \$1000.00 Escrow Fee.** Complete below items as applicable:

- Show the location of the proposed retaining wall on the survey with distances to property lines, or critical areas (floodplains, steep slopes, wetlands, transition areas) when present.
- Height of proposed wall is: In Front Yard; \_\_\_\_ In Rear Yard; \_\_\_\_ In Side Yard; \_\_\_\_.
- Identify the type of material proposed for construction of the wall: \_\_\_\_\_.
- Submit plans prepared by a licensed engineer showing details and specifications for how the wall will be constructed.
- Submit completed W9 form with tax payer identification number.
- Is a Fence Proposed at the Top of the Wall? (circle one) Yes / No If yes, check off and include information for fences in item above.

By signing this form, the applicant and/or owner of the subject property will take full responsibility for any incomplete, misleading, or inaccurate information, which may be cause for revocation of the permit.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_  
Address \_\_\_\_\_

Final approval of the Finance Department that all outstanding amounts due have been satisfied.

Status: Bills pending \$ \_\_\_\_\_  
Outstanding amount due \$ \_\_\_\_\_  
Additional amount required \$ \_\_\_\_\_

Signature of Finance Officer: \_\_\_\_\_ Date: \_\_\_\_\_

The Construction Official shall not issue a Certificate of Occupancy until all conditions of the Zoning Permit and requirements of the Land Use and Development Ordinance have been met.

PERMIT IS: APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ [Codes Violated \_\_\_\_\_]

Signature of Zoning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: Structure conforms to all requirement of the ordinance  
Activity made possible by \_\_\_\_\_ as approved on \_\_\_\_\_  
and subject to any condition as part of the resolution of approval.  
A valid pre-existing, non-conforming structure.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_