

**West Manheim Township**  
2412 Baltimore Pike  
Hanover, PA 17331  
PH: (717) 632-0320 / FAX: (717) 632-2499  
www.westmanheimtp.com

**Application for Zoning and Building Permit**  
(2009 International Building Code Series is enforced)

**PROPERTY INFORMATION**

Property Location: \_\_\_\_\_ Municipality \_\_\_\_\_ City \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Map & Parcel: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_ Lot Number: \_\_\_\_\_  
Cross Streets: \_\_\_\_\_ and \_\_\_\_\_ Located in Historic District: Y/N Located in Flood Plain: Y/N  
Zoning: \_\_\_\_\_ (Res, Sub/Res, Bus Center, Com/Inds, Arg, Rural Resource, Flood)

**OWNER INFORMATION**

Owner/Leasee: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**CONTRACTOR INFORMATION**

Contact: \_\_\_\_\_ Contractor: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Point of Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**BUILDING/ZONING PERMIT INFORMATION**

**Scope of Work:** Residential \_\_\_\_\_ Commercial \_\_\_\_\_ **Description of Work:** \_\_\_\_\_  
New \_\_\_\_\_ Repair \_\_\_\_\_ Addition \_\_\_\_\_ Demolish \_\_\_\_\_ Alter \_\_\_\_\_ Move \_\_\_\_\_  
Estimated Cost of Work: \_\_\_\_\_ Estimated Start Date: \_\_\_\_\_  
# of new Plumbing Fixtures: \_\_\_\_\_ # of new Mechanical Fixtures: \_\_\_\_\_ Maximum Live Load: \_\_\_\_\_

Type of HVAC: \_\_\_\_\_

Water System: Public \_\_\_\_\_ Private \_\_\_\_\_ Permit # \_\_\_\_\_ Sewage Disposal: Public \_\_\_\_\_ Private \_\_\_\_\_ Permit #: \_\_\_\_\_

Electric: Size of Service: \_\_\_\_\_ # of Panels: \_\_\_\_\_ # of outlets: \_\_\_\_\_

Residential: One Family Dwelling: Y / N Two Family Dwelling: Y / N Accessory Structure: Y / N

# of Stories \_\_\_\_\_ # of Units \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_ # of Full Baths: \_\_\_\_\_ # of Half Baths: \_\_\_\_\_

# of Occupants: \_\_\_\_\_ # of off Street Parking Spots: \_\_\_\_\_ Finished Basement: Y / N Area of Volume: F: \_\_\_\_\_ Unf: \_\_\_\_\_

Non-Residential: Specific Use: \_\_\_\_\_ Use Group: \_\_\_\_\_

Changes in use: Y / N If Yes, indicate former use: \_\_\_\_\_

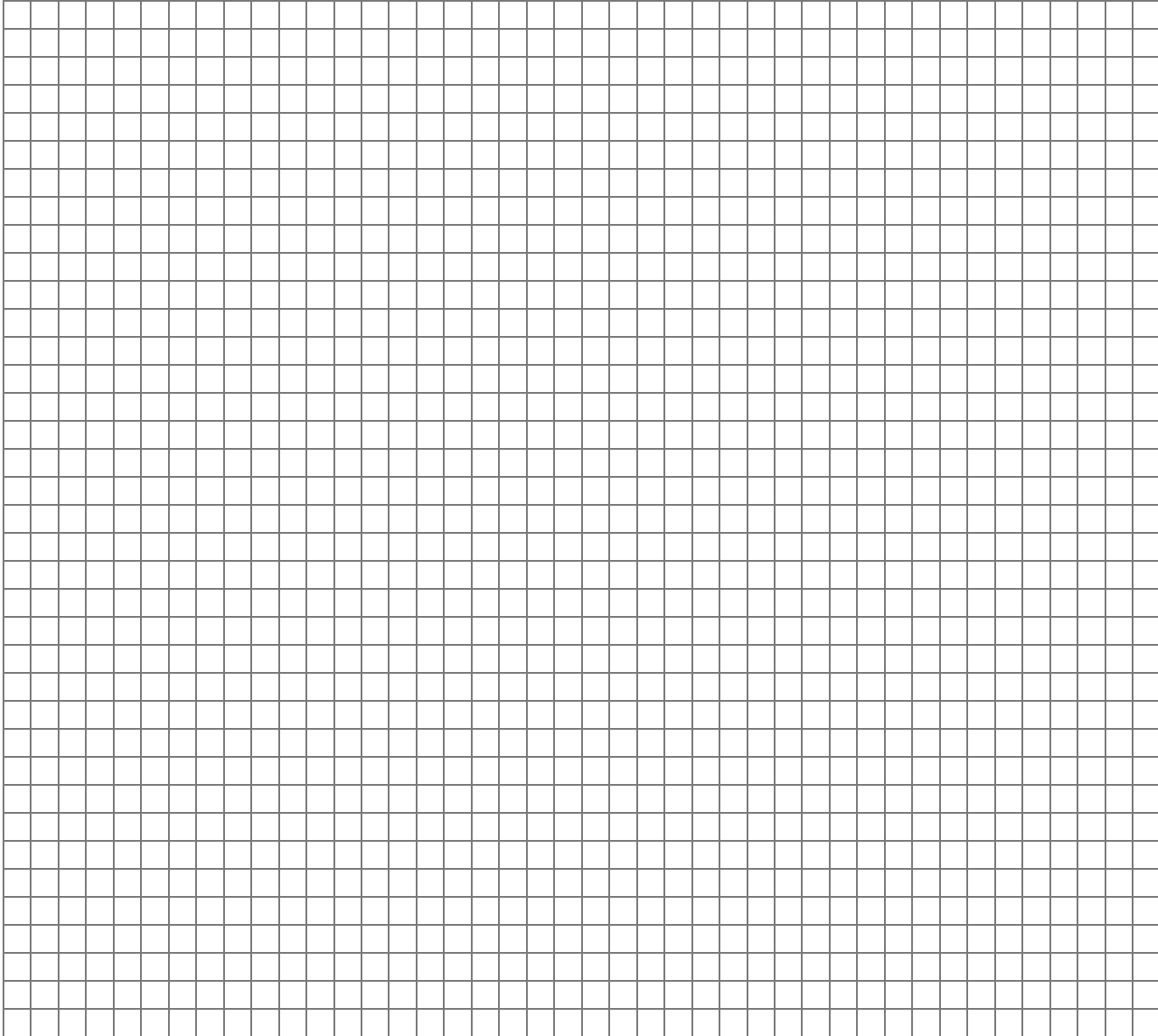
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# Plot Plan

Project Dimensions: L \_\_\_\_\_ x W \_\_\_\_\_ x H \_\_\_\_\_ Total land disturbed \_\_\_\_\_

Total Project Area in Sq Ft \_\_\_\_\_ Lot Information: Width \_\_\_\_\_ Length \_\_\_\_\_

Measurements: Show lot lines, easements, all proposed or existing structures, streets/roads/driveways, waterlines/wells, sewer lines/septic systems, all property lines, all distance of proposed structure(s) from lot lines and work layout and dimensions. Any omitted information may cause a delay of permit issuance.

A large grid for drawing the plot plan. The grid consists of 30 columns and 30 rows of small squares, providing a space for the applicant to draw lot lines, easements, structures, and other project details.

Note: Plot plan must be included with the permit application.

## CERTIFICATION

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 agree to conform to all applicable laws of this jurisdiction. I further certify that information given is true and correct to the best of my knowledge.

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

INSPECTOR NOTES/OFFICE USE ONLY

Plans Required: Y / N      Joint Plan Review Required: Y / N

Building Plan Review:    Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Electric Plan Review:    Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Plumbing Plan Review:    Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Mechanical Plan Review: Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Utilities Plan Review:    Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Codes Administrator:    Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Zoning Plan Review:      Approved: \_\_\_\_\_ Not App'd: \_\_\_\_\_ Date: \_\_\_\_\_    Code Official: \_\_\_\_\_

Permit Fees:

Building Permit Fees: ..... \_\_\_\_\_

Zoning Permit Fees: ..... \_\_\_\_\_

Electrical Permit Fees: ..... \_\_\_\_\_

Electrical Inspection Fees: ..... \_\_\_\_\_

Plumbing & Mechanical Permit Fees: ..... \_\_\_\_\_

Plumbing Inspection Fees: ..... \_\_\_\_\_

Plans Review Fees: ..... \_\_\_\_\_

State Fee: ..... \_\_\_\_\_

Other Fee: ..... \_\_\_\_\_

**Total Fees:** ..... \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

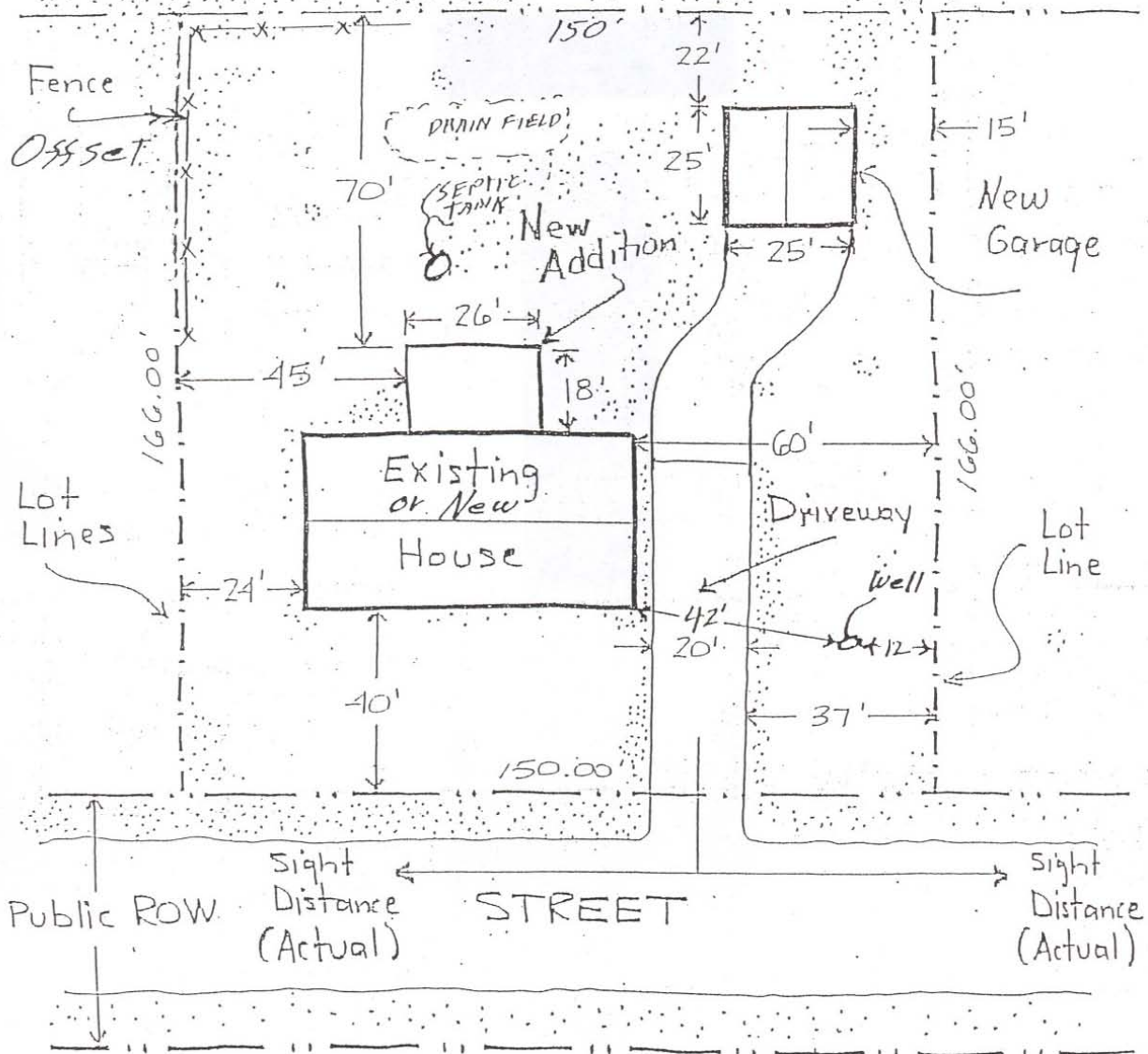
\_\_\_\_\_

\_\_\_\_\_

Payment: Check: Y / N      Check Number: \_\_\_\_\_    Cash: Y / N    Amount: \_\_\_\_\_

Processed by: \_\_\_\_\_      Date: \_\_\_\_\_

# SAMPLE SITE PLAN



Scale 1" = 30'