



West Rockhill Township

ZONING PERMIT PROCEDURES

A Zoning Certificate is required before: 1) Occupying or using any vacant land or any structure; 2) Changing the use of any lot or structure; 3) Erection, construction, reconstructing, alteration, razing or removing of any structure or building, including accessory structures such as sheds, garages, fences, etc; 4) Changing a non-conforming use, 5) establishing a Home Business.

PART I – Location of Property – Complete address including city, state and zip code must be provided on all applications. Complete all additional property information as requested.

PARTS II thru VII – Complete each section.

PART VIII – Sign and date application.

ADDITIONAL INFORMATION

FEES – A non-refundable application/review fee of \$25.00 must accompany this permit application. This fee will be applied to the permit fee, if approved.

REVIEW – The application will be reviewed by the Zoning department for compliance with all Township codes and ordinances. Upon review, the Zoning Officer may determine that additional approvals are needed.

PERMIT GRANTED – Work may not start until a permit has been approved and granted. The permit must be displayed to be visible from the street.

DEFINITIONS

ALTERATION – As applied to a building or structure, a change or re-arrangement in the structural parts, or an enlargement or diminution.

BUILDING HEIGHT – The vertical distance from the average elevation of the finished grade at the front two corners of the building to the top of the highest roof beams on a flat or shed roof, to the deck level on a mansard roof, and the average distance between the eaves and the ridge level for gable, hip, and gambrel roofs.

EASEMENT – A grant of the use of a parcel of land for the use by the public, a corporation, or a person for a specified purpose.

IMPERVIOUS SURFACE – Impervious surfaces are those surfaces which do not absorb rain. All buildings, parking areas, driveways, roads, sidewalks and any areas in concrete asphalt and packed stone shall be considered impervious surfaces within this definition. In addition, other areas determined by the Township Engineer to be impervious within the meaning of this definition will also be classified as impervious surfaces.

IMPERVIOUS SURFACE RATIO – The impervious surface ratio is measured by dividing the total area of all impervious surfaces within the site by the net buildable site area.

LOT LINE – Any boundary line of a lot



West Rockhill Township

1028 Ridge Road
Sellersville, PA 18960
215-257-9063
Fax 215-257-0701
www.westrockhilltownship.org

ZONING PERMIT APPLICATION

TMP# 52-_____

Date:_____

I. LOCATION OF PROPERTY

Address: _____

Zoning District – check one: RA RC SR MHP VC VR
 PI PCI PCII IS EXT REC

Sewage Disposal: ___Public ___On Lot Water Supply: ___Public ___Private

Bucks County Health Dept. Permit #: _____ Date issued: _____

II. IDENTIFICATION

Applicant Name: _____ Phone: _____

Mailing Address: _____

Email Address: _____

Owner Name *(if not applicant)*: _____ Phone: _____

Mailing Address: _____

Email Address: _____

Contractor Name: _____ Phone: _____

Mailing Address: _____

Email Address: _____

III. PROPOSED CONSTRUCTION & USE OR CHANGE OF USE (please describe in detail):

IV. BUILDING & LOT DIMENSIONS

Existing Square Footage (prior construction):

Lot: Main Building: _____ Outbuildings: _____ No. of parking spaces: _____

Impervious surfaces % (blacktop, sidewalk, buildings): _____ Proposed Building Height: _____

Proposed Square Footage (after construction):

Lot: Main Building: _____ Outbuildings: _____ No. of parking spaces: _____

Impervious surfaces % (blacktop, sidewalk, buildings): _____ Proposed Building Height: _____

Setbacks (proposed improvements):

Front: _____ Side: _____ Rear: _____ Other (please describe): _____

V. EASEMENTS

Are there any easements on the property? If so, please describe:

The property owner may not put any structure, fence, sign, etc. in an easement without permission of the easement holder. The owner hereby agrees to remove any structure within an easement

VI. PLOT PLAN

- Provide scaled plan of entire property in duplicate; identify streets adjacent to property.
- Place all buildings with size dimensions (length & width) within property lines and indicate whether existing or proposed. Indicate front, side and rear yard setbacks by showing the distance from buildings to property lines on all sides.

The property owner is responsible for the accuracy of this plot plan. On-lot sewage systems and/or any easements/deed restrictions must be indicated.

VII. SIGNATURE

I hereby certify that all the above statements and attachments submitted herewith are exact and true to the best of my knowledge. Permits must be issued prior to any work being started. Work started prior to issuance of permit will result in double all permit fees. By signing this you agree to pay double permit fees if work is started before permit is issued. Also you agree to remove any items within an easement area. Permits must be made visible on site. I certify that the West Rockhill Code Officials are authorized to enter those areas of my property affected by the permit to inspect for compliance with the zoning permit and the Pennsylvania Uniform Construction Code.

Signature of Applicant

Date

Signature of Owner (*Required if different from Applicant*)

Date

SAMPLE PLOT PLAN

Plot Plan Must Include the following information:

1. Identification of all street names.
2. Distance, on all sides between buildings and the property line.
3. Identification and distance between existing and proposed structures.
4. Identification of front door.
5. Identification and distance of septic tanks and wells from buildings.
6. Show any easement on property.

