



Hilltown Township Zoning Permit Application

YOUR INTIALS BELOW INDICATE THAT YOU HAVE READ THE ADDITIONAL INSTRUCTION ON PAGE FOUR (4) OF THIS APPLICATION.

THE TOWNSHIP WILL NOT ACCEPT APPLICATIONS UNLESS INITIALED BELOW.

_____ **Applicant's Initials (Must Read Above)**

1. Attach to, or indicate on the reverse side, a sketch showing the precise location of all existing structures and identify all proposed structures (if any) with all distances between buildings indicated, as well as all dimensions of existing and proposed buildings and distance to property or street lines. The sketch must indicate any information as requested on the reverse side.

2. Name of Applicant _____

3. Address of Applicant _____

Telephone #. Home _____ Business _____

E-Mail Address _____

4. Name of Property Owner _____

5. Address of Property Owner _____

Telephone #. Home _____ Business _____

E-Mail Address _____

6. Tax Parcel Number (found on the County Tax Bill or property owner's deed) _____

7. Present Use of the Property _____

8. Proposed Use of the Property _____

9. Lot Size _____ (acres) Number of proposed bedrooms _____

10. Application is hereby made to (circle one):

Change the use of the property

Erect a structure

Add to an existing structure

Remodel an Existing Structure

Other, Please explain _____

11. Dimensions and Description of Proposed Work and/or Use _____

12. Site Address (if unknown please leave blank) _____

Site or plot plan - for applicant use

sample plot plan may be downloaded at:

<https://hilltown.municipaltweb.com/media/2227/how-to-draw-a-plot-plan.pdf>



The setback for the primary building (house & garage) for the following zoning districts:

	<u>Principal Structure</u>			<u>Sheds (< 250 sqft)</u>	
	<u>Front</u>	<u>Side</u>	<u>Rear</u>	<u>Rear</u>	<u>Side</u>
Rural Residential	50 ft.	25 ft.	75 ft.	12 ft.	12 ft.
Country Residential 1	45 ft.	20 ft.	60 ft.	5 ft.	2 ft.
Country Residential 2	45 ft.	20 ft.	60 ft.	12 ft.	12 ft.
Village Center	35 ft.	20 ft.	50 ft.	5 ft.	2 ft.

Setbacks for **Pools** is 10 ft. side and rear yards only & **Fences** must be 1' from property lines and right of ways.

Plot Plan Requirements

All of the following must be clearly illustrated and identified on the site plan or noted as not present on the parcel:

1. Property lines with distance bearing information.
2. Existing - proposed easements with distance bearing information
3. Building setback lines
4. Proposed house corners. Roof-gutter overhangs, porches, pools etc. must be illustrated.
5. Required buffer yards
6. Existing woods and proposed extent of clearing.
7. Driveway location, width and access point.
8. Existing-proposed utility locations including but not limited to water lines, sewer laterals, gas lines, electrical lines, proposed and of existing septic fields, proposed or existing wells, etc.
9. Sump pump-roof drain line locations, line sizes, and discharge points.
10. Erosion-Sedimentation control as required.

Zoning Ordinance Requirements

What is the total amount of property (in square feet) covered with structures, driveways, sidewalks, etc?

_____ (Total Square feet of structures on the property)

_____ (Total square feet of sidewalks & driveways)

_____ (All other impervious surface)

Number of off street parking spaces _____

Height of the proposed structure _____

Is any other part of your property in a floodplain? Yes No

Do any neighbors, utilities, etc. have easements or right of way on the property? Yes No

Will there be more than 1000 square feet of Earth Disturbance? Yes No

If yes, a copy of the Bucks County Conservation District Permit (Earth Disturbance Approval) must be submitted with this application. Their phone number is (215) 345-7577.
(There is an exemption for Swimming Pools for up to 2000 square feet).

To speed up the process for rejection letters and requests for more information the Township can email any correspondence regarding this application. If you wish to give an email address, please give it on the line below.

_____ (Email Address)

CERTIFICATION

I (print name) _____ hereby state the above facts and statements, including any attachments, are to the best of my knowledge accurate and complete. I further understand that any falsification of information or an incomplete application may be considered reason to reject the application and that the false statements herein are made subject to the penalties of PA Cons. Stat. 4904 relating to Unsworn Falsification to Authorities.

Signature _____

Owner (if other than above)

I (print name) _____ have read and familiarized myself with the contents of this application and hereby consent to its submission and processing.

Signature _____

ADVISORY TO APPLICANT:

Applicant is advised that upon review of a completed application, it may be determined that additional approvals are required prior to final issuance of a Zoning Permit. Those additional approvals may include (but are not necessarily limited to):

- **PennDOT** Applications that affect the use of a property that takes access from a road under PennDOT Jurisdiction may require a PennDOT Permit.
- **Pa. UCC** If the proposal includes construction regulated by the Pennsylvania Uniform Construction Code, a Building Permit Application is required.
- **BCCD** If the proposed work area involves disturbance of more than 1000 square feet of soil, then approval from the Bucks County Conservation District is required (there is an exemption of up to 2000 sqft. for in-ground swimming pools).
The BCCD website is: <http://www.bucksccd.org/permitting-documents/permitting-documents-overview/>
- **Stormwater** If your proposal involves the construction of 1000 square feet or more of impervious surfaces since the year 2000, a stormwater management plan or review may be required. Impervious surfaces include (but are not necessarily limited to): driveway (both asphalt and crushed stone), buildings, some decks, patios, walkways, sports courts, etc.
- **Waste Water** Certain projects may necessitate the review and approval of either the Bucks County Health Department or your Public Water and/or Sewer provider.
- **Driveway Permit** If your proposal involves work of any type within a township Right-Of-Way, a Driveway or Road Opening Permit may be required.
- **Land Development** Certain uses may require the submission of a Land Development Application to the Planning Commission and Board of Supervisors.
- **Other** Certain uses may require submission to the Planning Commission (Conditional Uses), Zoning Hearing Board (Special Exceptions) or other Boards, Commissions or Agencies.

**If it is determined that additional approvals are needed,
you will be notified in writing from the Hilltown Township Zoning Office.**

Do not write below this line

Zoning Officer's Review:

COMMENTS:

APPROVED

REJECTED

Signature

Date