



**BOROUGH OF MOUNT HOLLY SPRINGS
ZONING PERMIT
200 HARMAN STREET, MOUNT HOLLY SPRINGS
PENNSYLVANIA 17065**

Permit # _____

Job Site Address _____ Tax Parcel Number (PIN) _____

The undersigned hereby applies for a Zoning Permit to build, erect, or remodel a structure in Mount Holly Springs, Cumberland County. It will be the applicant's responsibility to contact Middle Department Inspection Agency to obtain a building permit. Application for a building permit will not be accepted until a Zoning Permit is issued by the Borough. The structure may not be occupied or used in any way until the issuance of an Occupancy Permit upon completion of the final inspection.

Applicant Name(s) _____ Telephone _____
Applicant Address _____

Owner's Name _____ Telephone _____
Owner's Address _____

Contractor's Name _____ Telephone _____
Contractor's Address _____ Certificate of Insurance: Yes _____ No _____

New Home _____ Addition _____ Repair _____ Garage _____ Shed _____ Swimming Pool _____
Fence _____ Sign _____ Remodel _____ Deck _____ Porch _____ Demo _____ Other _____

Dimensions of Structure _____ X _____ Living Sq. Ft. _____ Non-Living Sq. Ft. _____

Type of Structure: Residential _____ Commercial _____ Other _____

Detailed description of work proposed: _____

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Mount Holly Springs Borough. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of Mount Holly Springs Borough or any other governing body. The applicant certifies he/ she understands all the applicable codes, ordinances and regulations. Application for a permit shall be made by the owner or lessee of the building or structure, or agent of either, or by the registered design professional employed in connection with the proposed work.

By signing, I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

Date

ZONING PERMIT CHECKLIST
(TO BE COMPLETED BY MOUNT HOLLY SPRINGS BOROUGH)

1. Stormwater Management Ordinance Yes _____ N/A _____ Initials _____
2. Floodplain Ordinance Yes _____ N/A _____ Initials _____
3. Historic District Yes _____ N/A _____ Initials _____
4. Drawing Attached Yes _____ N/A _____ Initials _____
5. Driveway Permit Yes _____ N/A _____ Initials _____
 Driveway Permit Number: _____
6. Other Agencies: i.e. Soil Conservation, etc. Yes _____ N/A _____ Initials _____
7. Inspection Agency: PMCA Yes _____ N/A _____ Initials _____
8. Sewage Disposal Sewage Disposal Permit _____
 Borough Sewer Permit _____
 Existing _____
 N/A _____
9. Water System Mount Holly Springs Authority _____
 Well _____
 N/A _____
10. Setback Requirements: Front _____ Side _____ Rear _____ Waters Edge _____
 Fence Recommendation: Mowers width on side and rear

Signature of Borough Official _____ Date _____

Important Phone Numbers:

Code Enforcement Office	717-486-7613
Zoning/Code Enforcement Officer	717-398-7071
Pa Municipal Code Alliance	717-496-4996 Ex 170
Borough Water/Sewer	717-486-7460
Borough Office	717-486-7613
SEO Gil Picarelli	717-339-0612

*** * A Drawing Diagram must be included on a separate piece of paper.**

*** All Permits are subject to a minimum of 24-48 hours before they will be issued. We will contact you when the permit is ready.**