

GREENE TOWNSHIP LAND USE, DRIVEWAY and OCCUPANCY PERMIT ISSUANCE

1. Make application for Greene Township Land Use, Occupancy, Driveway Permits.
2. Land Use Permit issuance
 - a.) The Township will inspect the site within 10 days of application. The Township assumes the site is marked off and ready for inspection at time of application unless otherwise informed.
 - b.) The site must have the greatest extents of the structure marked. The property lines must be clearly delineated so that proper setback of the structure from the property lines can be verified.
 - c.) If earthwork occurs on the site prior to permit issuance, excavation/stockpiling should not be so as to obstruct verification of setback distances. Erosion and sedimentation control measures per Greene Township Code Chapter 85, must be in place prior to any earth disturbance.
 - d.) Upon issuance of a Land Use Permit the applicant must contact Commonwealth Code Inspection Service, Inc. to determine the need for a Building Permit (issued thru their office). Their phone # is (717)264-9191.
3. Driveway Permit
 - a.) If site proposes tie in of driveway into Township road, then Driveway Permit is required.
 - b.) Driveway entrance must be constructed per Greene Township Code Sections 80-15 & 85-54. Entrance will be inspected at time of Occupancy Permit inspection. If applicant has questions relative to proper grading of tie in they are encouraged to contact the Township for inspection of base grading prior to paving.
4. Occupancy Permit (New Home or Business Construction)
 - a.) Upon completion of construction, applicant must contact Commonwealth Code Inspection Service, Inc. to obtain a Certificate of Use and Occupancy from their office. The occupancy permit issued by Commonwealth Code Inspection Service, Inc., only evidences compliance with elements of the PA Uniform Construction Code. This certificate will be forwarded to Greene Township for release to the applicant.
 - b.) Greene Township, will upon receipt of this Certificate of Use and Occupancy, inspect the property within five days for issuance of the Greene Township Land Use Occupancy Permit. During this inspection, the Township will verify that all monuments/pins denoting property corners of site are intact and clearly visible. Required setbacks from property lines to completed structure will be verified as will conformance of construction to the issued Land Use Permit. Proper construction of roadside swales and if applicable the driveway entrance will also be verified.
 - c.) Upon verification of conformance with Township requirements, the Land Use Occupancy Permit will be issued and the Certificate of Use and Occupancy Permit released along there with. In the event that the site is deficient per b.) above, the Township maintains the right to withhold permit issuance until the deficiencies are corrected.
 - d.) Occupation of the structure may not occur until such time that both the Certificate of Use and Occupancy (Commonwealth Code Inspection Service, Inc.) as well as the Greene Township Land Use Occupancy Permit have been issued. Occupation of the structure prior to permit issuance would be in violation of State law as well as Greene Township Code.

Per Township fee schedule, the fee charged for the Occupancy Permit at time of Land Use Permit application will entitle the applicant to one site visit for the purpose of Occupancy Permit inspection. In the event that additional visits are required because the site is deficient per b.) above, additional fees will be charged per the fee schedule. No Occupancy Permit will be issued until all fees are satisfied.

APPLICATION FOR LAND USE PERMIT
 GREENE TOWNSHIP, FRANKLIN COUNTY, PENNSYLVANIA
 1145 GARVER LANE, P.O. BOX 215 SCOTLAND, PA 17254-0215

The undersigned hereby applies for a Land Use Permit to build, erect or remodel a structure in Greene Township. The proposed construction will be as detailed below and in accord with the more detailed plan attached, where applicable. Application for a construction Permit will not be accepted until a Land Use Permit is issued by the Township. Upon completion of the project in accord with all applicable codes, and application by the undersigned, Greene Township will issue a Land Use Occupancy Permit. The structure may not be occupied or used in any way until issuance of a Land Use Occupancy Permit. No Land Use Occupancy Permit shall be granted without a Construction Occupancy Permit, when required, and verification from the Department of Environmental Protection or the Greene Township Sewage Enforcement Officer approving the method of liquid waste disposal.

PERMITS VALID FOR EIGHTEEN (18) MONTHS IF WORK IS STARTED WITHIN THREE (3) MONTHS OF ISSUE DATE

LAND USE PERMIT NO:

1. Name and address of owner: Telephone:
2. Previous landowner if owned less than 2 years:
3. Name and address of builder:
4. Location: Subdivision Name:
5. Lot type: Corner Through Interior
6. Lot size: Front Rear Left side depth Right side depth
7. If any Signs to be erected: Size: Height:
8. Brief description of proposed work:
9. Size of proposed structure:
10. Height: Feet or Number of Stories
11. Construction value of structure
12. Building use: Commercial Residential Farm Use Other
13. If Mobile home, answer following: Titleholder's name and address
- Base price of unit: Make Year Color
14. Basement? Full ¾ ½ Crawl space only On concrete slab
- Finished Basement Other
15. Number of rooms in house
16. Number of baths
17. Exterior walls materials
18. Interior walls materials Drywall Plastered Paneling Other
19. Central air conditioning: Yes No
20. Kind of heat: Forced hot air Steam Electric radiant (ceiling)
- Electric Baseboard Hotwater Baseboard Other
21. Number of Fireplaces
22. Water System: Centralized On-Lot Well Other
23. Sewage System: Centralized On-Lot System Other
24. Use this space for any other details:

Applicant must notify the Township when building foundation or structure is laid off or staked out and PRIOR to beginning any excavation or construction.

Signature of Applicant:
 Date of Application:

TO BE COMPLETED BY GREENE TOWNSHIP

1. Fee Received: Amount (from Line 11 above):
2. Zoning District where located:
3. Permit inspected and granted -Date:
4. Permit inspected and denied - Date:
5. If denied - state reasons for denial:
-
6. Permit effective date: Permit expiration date:
7. Assessors Map Number: Lot Number:
8. Setback distances of structure: Front: Rear:
- Left side: Right side:

LAND USE PERMIT CHECKLIST

1. The proposed project complies with the Greene Township Code of Ordinances: Yes: No:
2. The proposed project will require field inspection by the Greene Township Zoning Office: Yes No:
3. The proposed project will require a final inspection prior to issuance of a Certificate of Occupancy: Yes ... No: ..

.....
 Zoning Enforcement Official's Signature
 Date:

THIS PERMIT ONLY AUTHORIZES THE USE OF THE LAND IN THE MANNER AS STATED ON THIS PERMIT. A BUILDING / CONSTRUCTION PERMIT MUST BE OBTAINED (WHEN APPLICABLE) PRIOR TO ACTUAL CONSTRUCTION FROM THE FOLLOWING INSPECTION AGENCIES LISTED BELOW:

Commonwealth Code Inspection Service, Inc.
 1102 Sheller Avenue
 Chambersburg, PA 17201
 Phone 717-264-9191, 717-262-0081

If you need to determine if you are required to obtain a building/construction permit please call the inspection agency. (Only the agencies listed above are contracted with Greene Township as the "Official Building Inspector" and are the only agencies by law permitted to issue building/construction permits)