



Franklin Township, Adams County Guide to Applying for a Zoning-Land Use Permit

FRANKLIN TOWNSHIP: Phone: 717-334-4901 ext. 100
55 Scott School Rd, Orrtanna, PA 17353
Email: info@franklintwp.us Website: franklintwp.us
PMCA: Phone 717-496-4996
Email: pmca@pacodealliance.com

Prior to applying for a Zoning-Land Use Permit, please research to make sure your property is an approved building lot located in the correct zoning district for the use being proposed.

▶▶ Checklist to assist in the Zoning-Land Use Permit Application process ◀◀

- ☐ **Completed application** – signed and legible [Obtain at the Twp. Office OR the Franklin Twp. Website under "Forms & Documents"]
Please fill out the Application – if the question does not apply to you put "N/A" in the field

Detailed project description

Be specific, provide the size (length, width, height) describe the intended use of the structure.

Plot plan/site sketch (can be hand drawn and not to scale)

- | | | |
|--|---|-------------------------------|
| ✓ Property boundaries comprising the lot/parcel shape | ✓ Existing and proposed structures | ✓ Flood Plain (if applicable) |
| ✓ Distances from property lines to proposed structures | ✓ Driveway (proposed or existing) | ✓ Well or Public Water Line |
| ✓ Septic Tank & Drain Field OR Public Sewer Lateral | ✓ Public & Private Roads w/R/W width | |
| ✓ Stormwater retention & Infiltration facilities (if applicable) | ✓ Swales, Drainageways, streams, ponds & wetlands | |
| ✓ Easements and right of ways, including utility, stormwater, conservation, open space and agricultural preservation, etc. | | |

Correct Application Fee

Franklin Township has a two-tiered fee structure for Zoning-Land Use Permits. There is an initial fee for review of the application and a square footage fee assessed during the review and communicated to the applicant, payable prior to permit issuance. [Obtain Fee Schedule at the Twp. Office OR the Franklin Twp. Website under "Forms & Documents"]

▶▶ THE FOLLOWING MAY BE REQUIRED, IF BUILDING A NEW STRUCTURE OR ADDING TO AN EXISTING STRUCTURE ◀◀

- ☐ **Stormwater** Design Worksheets - Anytime there is an increase in Impervious Coverage
[Obtain the Stormwater Management Worksheets from the Twp. or Twp. Website under "Forms & Documents"]
Stormwater plan submissions will be reviewed by the Township Engineer (KPI Technology, 143 Carlisle Street, Gettysburg, PA 17325 Phone: 717 339-0612. Any review Fee shall be reimbursed to the Township.
- ☐ **County Conservation District approved Erosion and Sediment Control plan**
5,000 sq. ft or more disturbed area [Obtain the Adams County Conservation District Earth Disturbance Checklist from the Twp. or Twp. Website under "Forms & Documents"] 1 Acre or greater disturbed area requires an approved DEP issued NPDES Permit (National Pollutant Discharge Elimination System)
- ☐ **Septic** On-Lot Septic Permit from the Township Sewage Enforcement Officer (SEO)
Gil Picarelli, Franklin Twp. SEO Phone: 717 339-0612
Address: KPI Technology, 143 Carlisle Street, Gettysburg, PA 17325
Public Sewer – Provide a copy of paid sewer tap permit from the Public Sewer Service
- ☐ **Well** On-Lot Well Permit Application needs to be Provided for review and approval. "Well Permit Application"
[Obtain at the Twp. office OR the Franklin Twp. Website under "Forms & Documents"]
Public Water – Provide a copy of paid water tap permit from the Public Water Service Provider
- ☐ **Driveway** Driveway on Township Road / Road Encroachment Permit – "Minimum Use Driveway Permit Application"
[Obtain at the Twp. office OR the Franklin Twp. Website under "Forms & Documents"]
State Road Highway Occupancy Permit - Contact Penn DOT 717 549-3018
- ☐ **Contractor Workman's Compensation** Insurance certificate or exemption form
[Obtain Exemption Form at the Twp. office OR the Franklin Twp. Website under "Forms & Documents"]

After Zoning-Land Use Permit Approval:

A Uniform Construction Code (UCC) Building Permit may also be required for your project. Please visit Pa. Municipal Code Alliance website for UCC Building Permit application information: <https://pacodealliance.com/Permit-Applications>

You may apply for a Zoning - Land Use Permit and a UCC Building Permit concurrently. It is, however, a better practice to wait until you have full zoning approval. Regardless, the Building Permit will not be issued before the Zoning-Land Use Permit is approved.

An Adams County Property Improvement Permit may also be required. Call 717-337-9837 or visit the Tax Services Website: <http://www.adamscounty.us/Dept/TaxServices/AssessmentAppraising/Pages/BuildingConstructionPermits.aspx>



► **FRANKLIN TOWNSHIP** ◀
Office: 55 Scott School Road, Orrtanna, PA 17353
Mail: P. O. Box 309, Cashtown, PA 17310
Phone: 717-334-4901 Email: info@franklintwp.us

Date Received: _____ Permit No.: _____

ZONING / LAND USE PERMIT APPLICATION

TO BE FILLED IN BY APPLICANT:

Application is hereby made for a permit in compliance with the Municipal Zoning Ordinance. The application shall be considered complete when all adequate required documentation is submitted, zoning permit fee has been paid and the application is signed by the applicant.

A **Site Sketch Plan/Plot Plan** shall be submitted with this application showing the location of the proposed building or use (scale not needed). Show dimensions of all property boundaries comprising the lot/parcel shape, locations of existing right-of-ways, stream(s), flood plain(s), public roadway(s), private road(s), driveway(s), well(s), septic(s), existing structures, and present usage or occupancy. No changes will be made to this application and/or Plot Plan without submitting written notification and plans for such changes.

1. **Location of Property:** _____

2. **Parcel/Tax I.D.#:** _____ **Area of Lot/Parcel (sq.ft or acres):** _____

3. **Applicant Information:**

First Name: _____ Last Name or Business Name: _____

Street Address (complete) _____

Phone#: _____ Email: _____

4. **Owner Information:**

First Name: _____ Last Name or Business Name: _____

Street Address (complete) _____

Phone#: _____ Email: _____

5. **Property Information** (if different from above):

First Name: _____ Last Name or Business Name: _____

Street Address (complete) _____

Phone#: _____ Email: _____

6. **Parking Spaces (off street):** Present: _____ Proposed: _____ **Height of Proposed Building:** _____

7. **Present Use:** _____ **Proposed Use:** _____

8. **Describe Project (Check all that apply):**

☐ Residential

☐ Commercial

☐ Erect a New Structure(s)

☐ Pool

☐ Change of Occupancy

☐ Replace a Structure(s)

☐ Home Occupation

☐ Demolition

☐ Add to a Structure(s)

☐ Change of Land Use

☐ Fence / Wall

☐ Erect / Replace a Sign (See Sign Permit Zoning Application & attach with this application)

☐ Other (Please Specify): _____

9. **Cost of Proposed Project:** _____ ☐ Estimated or ☐ Actual

10. **Describe Proposed Project/Use in more detail:** _____

11. Is existing septic system in good condition: ☐ YES ☐ NO ☐ NOT APPLICABLE
12. Has a Permit for an on lot septic system been obtained: ☐ YES ☐ NO ☐ NOT APPLICABLE
- If yes, date Permit issued: _____ and Permit #: _____ NOTE: If septic system does not exist nor septic permit has not been issued, no zoning permit will be issued until proof of compliance with DEP regulation for on lot septic disposal is submitted.
13. Road encroachment permit: ☐ Municipal ☐ State
☐ Private, Permit issued: ☐ Yes ☐ No ☐ Not Applicable
14. If applicable, Stake corners of new structure location on lot. This should be completed at the time application is submitted for approval. Failure to do this will delay issuing of zoning permit.

I verify that the foregoing statements are true to the best of my information and belief. I understand that false statements herein are subject to the penalties of 18 PA C.S.A. relating to unsworn falsifications to authorities. I also understand that it is the applicant's responsibility to obtain a Building Permit prior to starting construction as per Act 45. 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 understand and assume responsibility for the establishment of official property lines for required setbacks prior to the start of construction, and agree to conform to all applicable laws of this jurisdiction. I certify that the Code official or his representative shall have the authority to enter the areas in which this work is being performed, at any reasonable hour, to enforce the provisions of the Codes governing this project.

 Applicant Name – please print

 Signature of Applicant

 Date

► Payment is set by Municipality [Resolution 2003-07] at \$35 per Zoning Permit Application
 Payment must be received prior to official review – thank you ◀

Everything Below is for Township Official Use ONLY

Checklist of preliminary requirements for obtaining a building permit, approvals to be obtained prior to applying for a building permit. All items must be addressed. Mark N/A for those that are not applicable. Attach extra sheets if necessary to identify special requirements or conditions.

- | | |
|---|--|
| <input type="checkbox"/> Sewage facilities planning module, DEP Planning Code # _____, | Date of approval _____ |
| <input type="checkbox"/> Sub-division & Land Development, Municipal resolution # _____, | Date of approval _____ |
| <input type="checkbox"/> Sewage permit from Sewage Enforcement Officer, Permit # _____, | Date of approval _____ |
| <input type="checkbox"/> Storm water management module. Approved by: _____, | Date of approval _____ |
| <input type="checkbox"/> Conservation District notification per Chapter 102. | Date of approval _____ |
| <input type="checkbox"/> NPDES Permit # _____ for earth disturbances 1 acre or more, | Date of approval _____ |
| <input type="checkbox"/> Driveway Permit, Penn DOT # _____ or Local # _____ | Date of approval _____ |
| <input type="checkbox"/> Public water tap, Permit # _____ | Date of approval _____ |
| <input type="checkbox"/> Public sewer tap, Permit # _____ | Date of approval _____ |
| <input type="checkbox"/> Historical Architectural Review Board, <input type="checkbox"/> Check here for Special conditions. | Date of approval _____ |
| <input type="checkbox"/> Zoning, Permit # _____ <input type="checkbox"/> Check here for Special conditions | Date of approval _____ |
| <input type="checkbox"/> Other; sluice pipe, road alteration, etc. <input type="checkbox"/> Check here for Special conditions. | Date of approval _____ |
| <input type="checkbox"/> Floodplain mapping _____ <input type="checkbox"/> Project may contain flood plain. | Date of review _____ |
| <input type="checkbox"/> Municipal setback clearances, <input type="checkbox"/> Check here for Special conditions. | Date of approval _____ |
| <input type="checkbox"/> Aviation Flight Path or Airport Impact Possible <input type="checkbox"/> Check here for FAA or Pa DOT approval | Date of approval _____ |
| <input type="checkbox"/> Extra Pages attached to describe special conditions or circumstance. | How many extra pages are attached? _____ |

TO BE FILLED IN BY ZONING OFFICER/ADMINISTRATOR:

The following shall be the minimum requirements for the proposed project(s) as set forth in the Franklin Township Zoning Ordinance.

1. Plot Plan Submitted? ☐ YES ☐ NO ☐ NOT REQUIRED

2. Zoning District of Property: _____

Required Building Setback: Front: _____ Rear: _____ Side: _____

Proposed Structure Setback: Front: _____ Rear: _____ Side: _____

Second Structure Setback: Front: _____ Rear: _____ Side: _____

Does proposed project conform with Building Setback requirements?: ☐ Yes ☐ No ☐ Not Applicable

Remarks: _____

3. Minimum Loading Space: _____ Loading Space Provided: _____

4. Maximum Sign Area: _____ Proposed Sign Area: _____

5. Maximum Lot Coverage: _____ Proposed Lot Coverage: _____

6. Remarks: _____

7. Fee: \$ _____ Date Paid: _____ (☐ Check #: _____ ☐ Cash)

CERTIFICATION

1. The proposal ☐ DOES ☐ DOES NOT comply with the Franklin Township Zoning Ordinance.

2. The proposal ☐ DOES ☐ DOES NOT require any new water and sewer connection, tapping fees or connection fees and complies with local regulation for water and sewer.

3. A Uniform Construction Code Building Permit is required ☐ YES ☐ NO

Remark: _____

4. A variance is required ☐ YES ☐ NO

5. A Special Exception is required ☐ YES ☐ NO A Conditional Use is required ☐ YES ☐ NO

6. A permit for the above described project/use was ☐ GRANTED ☐ DENIED ☐ EXEMPT

on this _____ day of _____, 20 _____

7. This permit expires on the _____ day of _____, 20 _____

8. If applicable, the following conditions were placed on a special exception permit by the Zoning Hearing Board:

a. _____

b. _____

c. _____

9. Signature of Zoning Officer: _____ Date: _____

✓ Checklist for the Site Plan to be provided with the Permit Application

1. Site plans are essential and must be clearly legible and reproducible regardless of the reason for requesting the permit.
2. Use an 8 ½" X 11" sheet of paper at minimum.
3. After locating all the structures on your property show distances in feet to the lot lines and between the structures.

Provide dimensions of the property getting the proposed improvement

- Drawing of approx. property layout (Can use hand drawing, photocopy of survey, etc.)
- Acreage (Refer to deed or survey drawing)
- Approx. boundary dimensions (Can be from the deed, field measurement, or a survey drawing)
- Parcel Number (Not mandatory – obtained from deed or property tax notice)

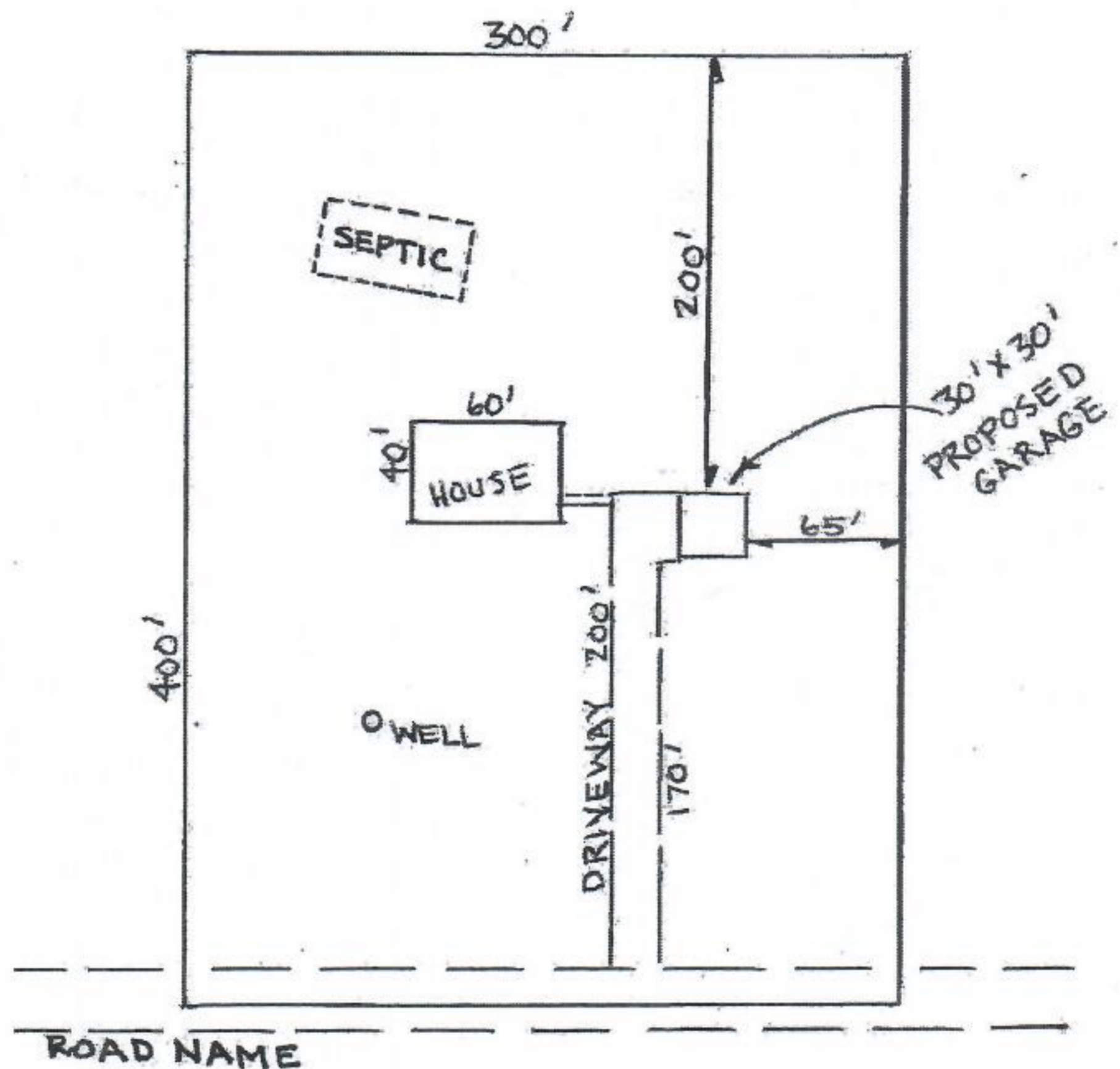
Existing Buildings / Structures with Corresponding Dimensions

- Houses
- Sheds
- Barns
- Swimming Pools
- Deck / Patios
- Other buildings or structures on the property
- Location of on lot well and septic IF applicable

Proposed Improvement(s)

- Proposed Structure Dimensions (House, Shed, Barn, Addition, Deck, etc.)
- Location of Proposed Driveway and Sidewalk

SAMPLE SITE PLAN ►



Municipal Stormwater Management Worksheet

For Municipal Use and Record of Project Area

Property Owner's Name _____

Address of Property _____

Parcel ID # _____ Municipality _____

Phone Number _____ New Impervious Area Associated with this Project _____

Stormwater Project Type: _____ Exempt _____ Minor Plan _____ Project Requires Formal SWM Plan

Total New Impervious Area Since Adoption of SWM Plan _____

Acknowledgement - I declare that I am the property owner, or representative of the owner, and that the information provided is accurate to the best of my knowledge. I understand that stormwater may not adversely affect adjacent properties or be directed onto another property without written permission. I also understand that false information may result in a stop work order or revocation of permits. Municipal representatives are also granted reasonable access to the property for review and/ or inspection of this project if necessary.

Signature _____ Date _____

Step 1: Determine the amount of new impervious area created by the proposed project. This includes any new surface areas that prevent infiltration of stormwater into the ground. New stone and gravel areas are considered impervious. Impervious areas existing before November 23, 2011 are not included in this calculation. Use additional sheets if necessary

Calculate new impervious area by completing this table.

Surface	Length (ft)	x	Width (ft)	=	Impervious Area (ft ²)
Buildings		x		=	
Driveway		x		=	
Parking Areas		x		=	
Patios/ walkways		x		=	
Other		x		=	
Total Proposed Impervious Surface Area (Sum of all impervious areas)					

- If the total new impervious surface area is up to 1,000 ft², the project is exempt from the requirement to submit a plan for approval. Sign Acknowledgement and file this sheet with municipality.
- If total impervious surface area is 1,001 ft² to 10,000 ft², continue to Step 2.
 - If project area can be entirely disconnected, sign Acknowledgement and file worksheets with municipality.
 - If project is between 1,000 ft² and 5,000 ft² and requires BMPs, complete step 3.
 - If project area is 5,000 ft² - 10,000 ft² and can't be disconnected, the project does not qualify for the Simplified Approach.

Adams County, Pennsylvania

Municipal Stormwater Management Worksheet

Step 2: Determine Disconnected Impervious Area (DIA). All or parts of proposed impervious surfaces may qualify as Disconnected Impervious Area if runoff is directed to a pervious area that allows for infiltration, filtration, and increased time of concentration. The volume of stormwater that needs to be managed could be reduced through DIA. Prepare a minor stormwater site plan (see pg C-5 for requirements).

Criteria

- Overland flow path from the discharge area or impervious area has a positive slope of 5% or less.
- Contributing area to each rooftop discharge (downspout) is 500 ft² or less.
- Soils are not classified as hydrologic soil group "D".
- The receiving pervious area shall not include another person's property unless written permission has been obtained from the affected property owner.

Paved Disconnection Criteria: Paved surfaces (driveways, walkways, etc.) and gravel can be considered disconnected if it meets the criteria above and:

- Runoff does not flow over impervious area for more than 75 feet.
- The length of overland flow is greater than or equal to the contributing flow path.
- The slope of the contributing impervious areas is 5% or less.
- If discharge is concentrated at one or more discrete points, no more than 1,000 ft² may discharge to any one point. In addition, a gravel strip or other spreading device is required for concentrated discharges. Non-concentrated discharges along the entire edge of paved surface must include provisions for the establishment of vegetation along the paved edge and temporary stabilization of the area until the vegetation is established.
- If these criteria can be met, the DIA credit = 0

Partial Rooftop Disconnection		
Length of Pervious Flow Path (ft) Lots ≤ 10,000 ft ²	Length of Pervious Flow Path (ft)	DIA Credit Factor
35 or more	75 or more	0
30 – 34.9	60 – 74	0.2
23 – 29.9	45 – 59	0.4
16 – 22.9	30 – 44	0.6
8 – 15.9	15 – 29	0.8
0 – 7.9	0 – 14	1.0
Pervious flow path must be at least 15 feet from any impervious surface		

Using the calculations from Step 1, complete the table below. This will determine the impervious area that may be excluded from the area that needs to be managed through stormwater BMPs. If the total impervious area to be managed = 0, the area can be considered entirely disconnected.

Surface	Proposed Impervious Area	x	DIA Credit	=	Impervious Area (ft ²) to be Managed
Buildings (area to each downspout)		x		=	
Driveway		x		=	
Parking Areas		x		=	
Patios/ walkways		x		=	
Other		x		=	
Total Proposed Impervious Surface Area to be managed (Sum of all impervious areas)					

If total surface area to be managed is greater than 0, continue to Step 3.

Municipal Stormwater Management Worksheet

Step 3: Calculate the volume of stormwater runoff created by proposed impervious surfaces or see Simple BMP Sizing in Step 4.

Impervious Area (ft ²) to be Managed (Sum of Step 2)	X	3.0 in/12 in = 0.25 (3.0 in is 2-year 24-hour rainfall amount)	=	Amount of Stormwater to be Managed (ft ³)
	X	0.25	=	

Best Management Practices need to be used to manage the volume of stormwater created by the proposed impervious areas. The cubic feet of stormwater that need to be managed may also be further reduced by planting new trees. If the criteria below can be met, the amount of stormwater to be managed can be reduced per the following:

Deciduous Trees = 6 ft³ per tree

Evergreen Trees = 10 ft³ per tree

Criteria:

- Trees must be PA native species (See PA Stormwater BMP Manual for a list)
- Trees shall be a minimum 1" caliper tree and 3 feet tall shrub (min)
- Trees shall be adequately protected during construction
- No more than 25% of the required capture volume can be mitigated through the use of trees
- Dead trees shall be replaced by the property owner within 12 months
- Please consider the specifications for each tree species when determining location and spacing

Amount of Stormwater to be Managed (ft ³) (Sum of Step 3)	-	Tree Planting Credit (ft ³)	=	Amount of Stormwater to be Managed (ft ³)
	-		=	

Step 4: Select BMPs and size according to the volume of stormwater that needs to be managed. The Guide to Choosing Stormwater BMPs, included in the Simplified Approach, includes sizing calculations for specific techniques. **Simple BMP Sizing** - Sizing BMPs may also be simplified through the use of this chart. Take the sum of Step 2 and match it to the "Amount of New Impervious Area to be Managed" in white boxes in the table below (rounding up to the next value if the number is between two values). Then look in the light grey box to determine the cubic footage based on the type of BMP (bioretention or infiltration). For example, if a proposed 1,000 square foot impervious area must handle 240 cubic feet of stormwater in a bioretention system, a 13'x 13'x 1.5' rain garden or a 36'x 2'x 3.5' vegetated swale could be used. Show the location and size of proposed BMPs on the minor stormwater site plan. (The following was based on a chart from the Lycoming Co. Planning Dept)

BMP Type		Simple BMP Sizing - Amount New Impervious Area to be Managed (ft ²)											
		250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
Bioretention	Ex. Rain garden, Veg- etated swale	60 ft ³ or	120 ft ³ or	180 ft ³ or	240 ft ³ or	360 ft ³ or	480 ft ³ or	600 ft ³ or	720 ft ³ or	840 ft ³ or	960 ft ³ or	1,080 ft ³ or	1,200 ft ³ or
	Ex. Dry well, Infiltration trench	180 ft ³	360 ft ³	540 ft ³	720 ft ³	1,080 ft ³	1,440 ft ³	1,800 ft ³	2,160 ft ³	2,520 ft ³	2,880 ft ³	3,240 ft ³	3,600 ft ³

Bring the worksheets, plan, Owner Acknowledgement, and BMP Facilities and Maintenance Agreement (if applicable) to your municipality. If an area greater than 5,000 square feet of earth is disturbed, an erosion and sedimentation (E & S) control plan must be prepared. The municipality may require that the E&S plan be submitted to, reviewed, and approved by the Adams County Conservation District.

Adams County, Pennsylvania

Municipal Stormwater Management Worksheet

The minor stormwater site plan assists the owner / applicant in preparing the necessary information for the municipality to review and approve.

OWNER ACKNOWLEDGMENT

(Municipality may decide if the Owner Acknowledgement should be notarized and/ or recorded, based on municipal process)

- Development activities shall begin only after the municipality approves the plan.
- The installed BMPs will not adversely affect any property, septic systems, or drinking water wells on this or any other property.
- If a stormwater management alternative to the approved minor stormwater site plan is used, the applicant will submit a revised plan to the municipality for approval. If a site requires a more complex system or if problems arise, the applicant may need the assistance of a licensed professional.
- The applicant acknowledges that the proposed stormwater management BMPs will be a permanent fixture of the property that can not be altered or removed without approval by the Township.

I (we) _____, hereby acknowledge the above statements and agree to assume full responsibility for the implementation, construction, operation, and maintenance of the proposed stormwater management facilities. Furthermore, I (we) also acknowledge that the steps, assumptions, and guidelines provided in this simplified approach package (minor stormwater site plan & Municipal Stormwater Worksheet(s)) will be adhered to.

Signature: _____

Date: _____

Signature: _____

Date: _____



Adams County Conservation District

670 Old Harrisburg Road
Suite 201
Gettysburg, PA 17325-3404

Phone (717) 334-0636 Fax (717) 337-0730
www.adamscounty.us



Revised February 2011

BASIC CHECKLIST FOR INFORMING THE PUBLIC ABOUT REQUIREMENTS PERTAINING TO EARTH DISTURBANCE ACTIVITIES IN PA

1. Will the project involve an earth disturbance activity? Yes, No (circle one)
2. If yes, what is the approximate size of the earth disturbance activity in sqft?
_____ ** A plan should be provided which depicts to scale, the limits of earth disturbance boundary over the life of the project.
3. Does the project involve earth disturbance activities greater than 5000 sqft but below one acre?
YES NO If YES, a written e&s plan is required. Refer to "typical" for general guidance
4. Could the project have a sum total of 1 or more acres of earth disturbance over the entire life of the project? YES NO
If YES, you should inform the applicant to contact the Conservation District to obtain an NPDES construction permit application.
5. Does the proposed project involve earth disturbance activities in, along or adjacent to Waters of this Commonwealth? YES NO If YES, contact the Conservation District

Definitions -taken from the Ch. 102 (erosion and sediment control regulations):

Earth disturbance activity – a construction or other human activity which disturbs the surface of the land, including, but not limited to, clearing and grubbing, grading, excavations, embankments, land development, agricultural plowing or tilling, timber harvesting activities, road maintenance activities, mineral extraction, and the moving, depositing, stockpiling, or storing of soil, rock or earth materials

Waters of this Commonwealth – rivers, streams, creeks, rivulets, impoundments, ditches, watercourses, storm sewers, lakes, dammed water, wetlands, ponds, springs and other bodies or channels of conveyance of surface and underground water, or parts thereof, whether natural or artificial, within or on the boundaries of this Commonwealth

****** For earth disturbance activities of less than 5000 sqft, erosion and sediment control best management practices shall still be incorporated into the project.**

► **Workers' Compensation Insurance Coverage Information** ◀

A. The applicant is

A contractor within the meaning of the Pennsylvania Workers' Compensation Law

☐ Yes

☐ No

If the answer is "Yes," complete Sections B and C below as appropriate.

B. Insurance Information

Name of Applicant: _____

Federal or State Employer Identification No. _____

Applicant is a qualified self-insurer for workers' compensation.

☐ Certificate attached

Name of Workers' Compensation Insurer: _____

Workers' Compensation Insurance Policy No. _____

☐ Certificate attached

Policy Expiration Date: _____

C. Exemption – MUST BE NOTORIZED

Complete Section C if the applicant is a contractor claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

☐ Contractor with no employees. **Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the township.**

☐ Homeowner who elects to do all work without contracting or hiring others to assist.

☐ **Religious exemption** under the Workers' Compensation Law.

Signature of Applicant: _____ Print Name: _____

Address: _____ Date: _____

Commonwealth of Pennsylvania, County of _____

On this, the _____ day of _____, 20____ before me _____,
(Notary)

the undersigned personally appeared _____, known to me (or satisfactorily proven)
(Signatory)

to be the person whose name subscribed to the within instrument, and acknowledged that he/she executed the same for the purpose herein contained.

In Witness whereof, I hereunto set my hand and official seal.

Notary Public

