



ZONING PERMIT APPLICATION INSTRUCTIONS

Dear Zoning Permit Applicant,

I have enclosed the following applications to obtain a Zoning Permit. Along with the completed application(s) and fee(s) (see attached fee schedule) please forward a copy of the following supplemental information (indicated by a check). Instructions regarding additional permits required by Section 4 below are contained in the respective permit application packages.

1. Plot Plan:

- A. Dimensions and shape of property being built upon.
- B. Copy of deed for which improvements are proposed (Upon Request).
- C. Size and location of all existing and proposed buildings, structures, or signs.
- D. Setbacks to proposed and if applicable existing structures on the property.
- E. Parking spaces provided and/or loading facilities.

2. Construction drawings:

- A. Detailed floor plan.
- B. Construction drawings and details or detailed scope of work.
- C. Elevations of proposed structure indicating overall height.

3. Miscellaneous Information:

- A. Public Sewer Connection/On-lot Sewage Disposal Permit
 - Rush Township and Lake Hauto Sewer Connections
Tapping Fee – \$5,000.00
 - Lake Hauto Grinder Pump Easement & Operation Agreement & Grinder
Pump Fee (Refer to Agreement)
 - Northeastern Schuylkill Joint Municipal Authority
Contact NESJMA at 570-467-2176
Tapping Fee - \$2,000.00
 - On-lot Sewage Disposal
Contact William Brior, SEO at 570-956-2123
- B. Contractors estimate or estimated cost by property owner.

4. Additional Permits/Information (If required) – applications enclosed for checked items.

- A. Driveway Permit
- B. Well Permit
- C. Street Opening Permit
- D. Occupancy Permit
(Note: An occupancy permit must be issued prior to occupying a structure for residential use.)
- E. Uniform Construction Code Permit(s)
- F. Moving Permit
- G. Other _____

PLEASE NOTE THE FOLLOWING:

1. Non-residential construction may require Land Development Plan approval prior to approval of UCC Permit.
2. Obtain E&S Approval, when required from the Schuylkill Conservation District (570-622-3742).

When is an Erosion and Sediment Control (E&SC) Plan needed?

- As per the Chapter 102 Erosion and Sedimentation Control Regulations, development of an erosion and sediment control plan is required for all earth disturbances of 5,000 square feet or greater, earth disturbances in High Quality or Exceptional Value watersheds, or if other DEP permits require it. This would also include timber harvesting activities, which must submit a timber harvest E&SC plan.
 - Projects having less than 5,000 square feet of earth disturbance are still required to develop, implement, and maintain erosion and sediment control best management practices (BMPs). They are only exempt from having a written plan. Additionally, persons proposing timber harvesting activities or road maintenance that disturb twenty-five (25) or more acres must apply for an Erosion and Sediment Control Permit.
 - Projects that disturb 1 acre or more require a National Pollutant Discharge Elimination System (NPDES) permit for Stormwater Discharges Associated with Construction Activities. As part of this permit, an approved E&SC plan is required.
3. The Zoning Permit shall be issued or refused within thirty (30) days from the date of application. If refused, the applicant may request a Hearing before the Zoning Hearing Board. The application for this request can be obtained by contacting the undersigned.
 4. There is a thirty-day appeal period afforded for all permits issued. Any work undertaken within the thirty-day period is at the risk of the applicant/permit holder. The municipality or ARRO Consulting, Inc. is not liable for monetary or other damages stemming from a successful appeal of a permit.
 5. The Zoning and/or Building Permit shall expire within six months if the permitted work has not begun or after two (2) years if the work has not been completed.
 6. Additional permit requests may be required as part of the proposed construction activities and issuance of other permits required by the municipality. The issuances of Zoning Permits do not individually authorize the start of construction until all other required permits are approved and obtained.
 7. The Zoning Officer will make compliance inspections during the construction process to determine compliance with all permits and ordinances. **Right of entry for inspection of the improvements is a condition attached to all permits issued.**
 8. Failure to present true and correct information on any and all applications may result in the revocation of all permits.

9. Incomplete or missing application information and/or incomplete plan submittals will delay permit processing.
10. **We will contact you with the amount of the fees due upon receipt of the plans and applications.**
11. Once the permit is approved, the approved information will be **forwarded via email** unless specified otherwise. The issued permit must be posted in a conspicuous place on the premises.

ALL APPLICATIONS AND FEES CAN BE FORWARDED TO:

ARRO Consulting, Inc. **OR** Rush Township
1239 Centre Turnpike 104 Mahanoy Avenue
Orwigsburg, PA 17961 Tamaqua, PA 18252

ALL FEES MUST BE PAID BY CHECK OR MONEY ORDER (Cash will not be accepted.)

ALL CHECKS MUST BE MADE PAYABLE TO: "RUSH TOWNSHIP"

If you have any questions regarding the Zoning Application, please do not hesitate to contact us at **570.366.9534 or shannon.darker@arroconsulting.com**

ZONING PERMIT APPLICATION

Fee: \$ _____

PERMIT # _____ - _____ - **Z**

Paid: _____

1. Type of Improvement

Erect a Structure Add to a Structure Add a Use Change a Use/Occupancy

2. Present use of structure or property: _____

3. Proposed use of structure or property: _____

4. Site Location of Property: _____
(Complete Address Required)

5. Lot Size: _____ **6. Zoning District:** _____

7. Tax Parcel # (located on tax bill above name): _____ - _____ - _____

8. Work Description: _____

| | | |
|---------------------------|---------------------------------|---------------------------------|
| Length: | Width: | Height: |
| Stories: | Floor Area: | Parking Spaces: |
| Sewage Permit#: | Type of Sewer (Public / Onsite) | Type of Water (Public / Onsite) |
| Estimated Cost: | | Located in floodplain (Y/N) |
| Impervious coverage (SF): | | Building coverage (SF): |
| Area Being Disturbed: | | |
| Contractor: | Address: | Phone#: |
| | | Email: |

9. Property Plan – REQUIRED (Use attached sheet or separate sheet)

Attached is a dimensioned plan of the proposed work and parcel indicating north, property lines, streets, easements, right-of-ways, existing structures, proposed structures, existing setbacks, proposed setbacks, size of proposed and existing structures.

10. Applicant Information:

| | | |
|------------|----------|----------|
| Applicant: | Address: | Phone #: |
| | | Email: |
| Owner: | Address: | Phone #: |
| | | Email: |

I, the Undersigned, do hereby certify that the information contained in this application is true and correct and that the proposed work, as outlined will conform to the standards of all applicable ordinances / regulations. In addition, I have reviewed and agree to all items contained in the Application Supplement provided by the municipality with this Application.

11. Signature: _____ **Date:** _____

(FOR ZONING OFFICE USE ONLY)

Application is hereby: APPROVED DENIED INCOMPLETE

Remarks: _____

Approved by: _____, Zoning Officer Date: _____

**Resolution No. 2010-05
RUSH TOWNSHIP
SCHEDULE OF FEES**

Pursuant to Section 1903 of the Zoning Ordinance prepared by the Eastern Schuylkill Planning Commission and adopted by the Rush Township Board of Supervisors the following schedule of fees pertaining to matters of said ordinance are hereby established.

Zoning Permit Fee

| | VALUE | ZONING PERMIT FEE |
|---|--------------|---|
| Construction Value Under | \$ 2,000.00 | \$35.00 |
| Construction Value Under | \$10,000.00 | \$55.00 |
| Construction Value Under | \$15,000.00 | \$70.00 |
| Construction Value Under | \$20,000.00 | \$90.00 |
| Construction Value Under | \$30,000.00 | \$110.00 |
| Construction Value Under | \$40,000.00 | \$130.00 |
| Construction Value Under | \$50,000.00 | \$150.00 |
| Construction Value Under | \$60,000.00 | \$170.00 |
| Construction Value Under | \$70,000.00 | \$190.00 |
| Construction Value Under | \$80,000.00 | \$210.00 |
| Construction Value Under | \$90,000.00 | \$230.00 |
| Construction Value Under | \$100,000.00 | \$250.00 |
| Construction Value Over \$100,000.00 | | \$250.00 Plus \$2.00 Per Thousand Dollars, or portion over \$100,000.00 |
| Signs/Billboards | | \$2.00 Per Square Foot (\$35.00 Minimum) |

*Note: Construction value must be based on a minimum of \$50.00 per square foot of gross floor area for principal structures and \$15.00 per square foot of gross floor area for accessory structures or a signed contractor's proposal must be submitted.

Zoning Permits applications and/or reviews not including a construction value at the time of application, such as utilization of an existing building or structure, shall be based on a value of not less than \$50.00 per square foot of the gross floor area to be utilized for the use.

Review of Special Uses as listed by Chapter XVI requiring submission of Land Development Plans shall be subject to a per hour Zoning review fee, based on the current hourly rate schedule for such services charged to the municipality, for review of the Special Use's conformance to applicable zoning regulations. All Zoning review fees shall be paid prior to release of approved final plans to the applicant or the acceptance by the municipality of revised plans or additional plan stages or phases.

Zoning Hearing Board Applications

| | |
|-------------------------------|------------|
| Variance Application | \$ 500.00 |
| Special Exception Application | \$ 500.00 |
| Appeal Application | \$ 300.00 |
| Validity Challenge | \$1,000.00 |

The applicant shall be responsible for all fees, permitted by the Municipalities Code, when expenses of the Zoning Hearing Board exceed that of the original submission fee.

Application Before The Board of Supervisors

| | |
|--------------------|------------|
| Conditional Use | \$1,500.00 |
| Curative Amendment | \$1,500.00 |

The applicant shall be responsible for all fees, permitted by the Municipalities Code, when expenses of the Board of Supervisors exceed that of the original submission fee.

Change or Addition of Use

(Based on Zoning Permit Fee above or schedule below, whichever is greater.)

| | |
|-------------------------------|-----------|
| No Impact Home Based Business | \$ 70.00 |
| Commercial/Industrial | \$ 140.00 |

Certificate of Use and Occupancy

| | |
|---|-----------|
| Principal Residential Structure | \$ 70.00 |
| Principal Commercial/Industrial Structure | \$ 140.00 |
| Accessory Residential Structure & Additions | \$ 35.00 |
| Accessory Commercial/Industrial Structure Additions | \$ 105.00 |
| Temporary Certificate of Use & Occupancy | |
| 40% of Non-Temporary Certificate of Occupancy but not less than \$35.00 | |
| Temporary Use (Per Section 1902.D.) | \$ 140.00 |

Driveways – per connection to Township Road

| | |
|---------------------------|-----------|
| Minimum Use (Residential) | \$ 50.00 |
| Commercial/Industrial | \$ 100.00 |

A retainer fee or bond, as required by Ordinance, must be posted prior to construction or reconstruction of all driveways.

Peddlers Permits

| | |
|---------|----------|
| Monthly | \$ 25.00 |
|---------|----------|

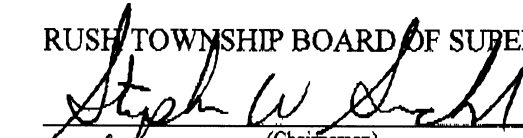
Office Reproductions – Paid in Advance

| | |
|---|----------|
| Zoning Ordinance (Hardcopy) | \$ 50.00 |
| Zoning Ordinance & Map (Via E-Mail) | \$ 10.00 |
| Zoning Map (Hardcopy) | \$ 5.00 |
| Subdivision & Land Development Ordinance (Hardcopy) | \$ 40.00 |
| Subdivision & Land Development Ordinance (Via E-Mail) | \$ 10.00 |
| Zoning Ordinance & Map and SALDO (CD) | \$ 25.00 |
| Ordinance Copies (per page) | \$ 0.25 |
| Outgoing Fax Transmission (within 570 Area Code) | \$ 1.75 |
| Additional Pages | \$ 0.75 |
| Outgoing Fax Transmission (outside 570 Area Code) | \$ 4.00 |
| Additional Pages | \$ 2.00 |
| Incoming Fax Transmission (per page) | \$ 1.00 |

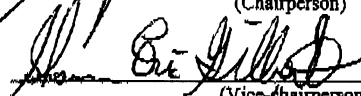
Commencing Activities Prior to the Issuance of Permits or Approvals Identified by the Rush Township Schedule of Fees and Rush Township Ordinances.

Activities commenced prior to the issuance of permits and approvals required by this Resolution, and Ordinances of Rush Township shall be subject to the indicated fees multiplied by two (2).

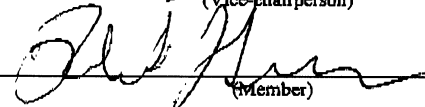
RUSH TOWNSHIP BOARD OF SUPERVISORS



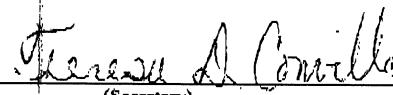
 (Chairperson)



 (Vice-Chairperson)



 (Member)

Attest:  Date: Jan 4, 2010
 (Secretary)