

# APPLICATION CHECKLIST

## ALL MARKED ITEMS MUST BE OBTAINED BEFORE PERMITS CAN BE ISSUED

- 1. Application is required by the Franklin Township Planning Commission for all Subdivisions and Land Developments (except single-family dwellings)
- 2. Obtain a Sewage Permit from DEP. Public Sewage contact George Scott, 724-627-9728 or On-Lot Sewage System contact Mike Petrus, 724-677-2741
- 3. Must provide evidence of potable water. Public Water contact Rita Falcon, 724-627-7445 or a written statement that the structure will be serviced by  
a well or spring
- 4. Obtain a Road Occupancy Permit for a driveway. If driveway access is off of a State Route, contact PennDot at 724-627-6131 and if off of a Township Route, contact Code Enforcement Officer at 724-627-5473
- 5. When a Contractor or Sub-Contractor is being used, the **CONTRACTOR OR SUB-CONTRACTOR MUST** complete a Workers' Compensation Form and attach a copy of the Workers' Compensation Certificate to the Building Permit Application. If the Contractor or Sub-Contractor is claiming he has no employees, he needs to (Check the appropriate box) on the form and have the Form **NOTARIZED. ALL CONTRACTORS OR SUB-CONTRACTORS MUST PROVIDE THEIR REGISTRATION NUMBER ON EVERY DOCUMENT THEY SUBMIT**
- 6. Complete and notarize Applications for Building/Zoning Permits and attach a Plot Plan and drawings to the Application
- 7. If Blue Prints are required, you will need to submit 3 copies
- 8. All Plans will be reviewed for approval. (**ALLOW 7 TO 10 DAYS FOR APPROVAL**). Upon Plan Approval you will be issued your Building Permit and construction can begin
- 9. When Plans/Applications are approved by the Township, you will be notified of the required inspections and fees
- 10. If Inspections are required --- **COMMERCIAL** --- contact Frank Monack, K-2 Engineering Inc. at 724-322-2166 or **RESIDENTIAL** --- contact Steve Coss, Franklin Township at 724-627-5473. Each Inspection must be approved before you can continue construction
- 11. When construction and Final Inspection is completed, contact the Franklin



**FOR OFFICE USE ONLY**

PROJECT LOCATION IN FLOOD HAZARD AREA \_\_\_\_\_ FLOOD HAZARD AREA EXEMPT \_\_\_\_\_

APPLICATION FEES \_\_\_\_\_ RECEIPT NUMBER \_\_\_\_\_

**FRANKLIN TOWNSHIP  
568 ROLLING MEADOWS ROAD  
P.O. BOX 752  
WAYNESBURG, PENNSYLVANIA 15370  
(724) 627-5473**

APPLICATION NO.: \_\_\_\_\_

DATE: \_\_\_\_\_

APPLICATION FOR:    ZONING PERMIT FOR PERMITTED USE  
                           OCCUPANCY PERMIT  
                           CERTIFICATE OF NON-CONFORMING USE

APPLICATION IS HEREBY MADE:

- CHANGE OF USE
- ERECT
- ALTER
- EXTEND
- REMOVE
- DEMOLISH
- OCCUPY
- USE
- \_\_\_\_\_

A STRUCTURE OR LAND LOCATED  
\_\_\_\_\_, PA  
AT A COST OF \_\_\_\_\_  
FOR:  AGRICULTURAL  
       RESIDENCE  
       COMMERCIAL BUSINESS  
       INDUSTRY  
       OTHER USE (DESCRIBE)  
\_\_\_\_\_

THE FOLLOWING DESCRIPTION OF THE USE FOR THIS PROPERTY FOR WHICH APPLICATION IS MADE  
HEREWITH, IS SUBMITTED: \_\_\_\_\_

A PLOT PLAN: ATTACH A PLOT PLAN SHOWING THE LOCATION, DIMENSION AND NATURE OF ANY  
STRUCTURES INVOLVED

FLOOR PLANS:    ARE ATTACHED  
                       ARE NOT ATTACHED

1. ACCURATE LOCATION OF LAND INVOLVED (PARCEL NO.): \_\_\_\_\_
2. ZONED IN THE: \_\_\_\_\_ DISTRICT
3. PRESENT USE: \_\_\_\_\_
4. PROPOSED USE: \_\_\_\_\_
5. TYPE OF USE ON MAY 13, 1991: \_\_\_\_\_
6. TYPE OF USE SINCE MAY 13, 1991 WITH DATES: \_\_\_\_\_
7. MAIN OR ACCESSORY BUILDINGS:
  - A. AREA OF LOT ACRES/SQ. FT.: \_\_\_\_\_
  - B. DWELLING UNITS: \_\_\_\_\_
  - C. CORNER OR INTERIOR LOT: \_\_\_\_\_



DATE OF APPLICATION APPROVED: -----

DATE PERMIT OR CERTIFICATE ISSUED: -----

DATE APPLICATION DENIED: -----

REASON FOR DENIAL: -----  
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DATE DENIAL MAILED: -----

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