



MOUNT JOY BOROUGH ZONING & BUILDING PERMIT APPLICATION

THE FOLLOWING ARE REQUIRED TO BE SUBMITTED WITH THIS APPLICATION:

2 SETS OF SITE/PLOT PLANS

2 SETS OF CONSTRUCTION DRAWINGS

COMMERICAL PROJECTS: CONSTRUCTION DRAWINGS MUST BE SIGNED AND SEALED BY A DESIGN PROFESSIONAL AND SUBMITTED WITH 2 SETS OF DESIGN SPECIFICATIONS
WHEN POSSIBLE AN ADDITIONAL DIGITAL SUBMISSION IS REQUESTED
DIGITAL SUBMISSION MAY BE SENT TO: ZONING@MOUNTJOYPA.ORG
(PREFERRED DRAWING SIZE IS 11X17)

PROPERTY INFORMATION:

MOUNT JOY, PA 17552

PROJECT ADDRESS

()

OWNER NAME

PHONE

EMAIL

OWNER ADDRESS (IF DIFFERENT FROM ABOVE)

CITY

STATE

ZIP

PROJECT SCOPE AND DESCRIPTION:

RESIDENTIAL COMMERICAL NEW ADDITION ALTERATION/RENOVATION DEMOLITION

CHANGE OF USE/OCCUPANT ZONING/OTHER USE GROUP _____ CONSTRUCTION TYPE _____

PROJECT/CONSTRUCTION COSTS \$ _____

SQUARE FEET _____

DESCRIPTION OF WORK:

BOROUGH USE ONLY:

PARCEL # _____ ZONING DISTRICT _____ PERMIT # _____

RECEIVED	BOROUGH	3RD PARTY (OUT)	3RD PARTY (IN)	ISSUED	FINALED

CONTRACTOR INFORMATION:

GENERAL CONTRACTOR

_____ ()			
COMPANY NAME		PHONE	

ADDRESS	CITY	STATE	ZIP
_____ ()			
CONTACT	PHONE	EMAIL	

ELECTRICAL CONTRACTOR

_____ ()			
COMPANY NAME		PHONE	

ADDRESS	CITY	STATE	ZIP
_____ ()			
CONTACT	PHONE	EMAIL	

PLUMBING CONTRACTOR

_____ ()			
COMPANY NAME		PHONE	

ADDRESS	CITY	STATE	ZIP
_____ ()			
CONTACT	PHONE	EMAIL	

HVAC/MECHANICAL CONTRACTOR

_____ ()			
COMPANY NAME		PHONE	

ADDRESS	CITY	STATE	ZIP
_____ ()			
CONTACT	PHONE	EMAIL	

FIRE ALARM CONTRACTOR

_____ ()			
COMPANY NAME		PHONE	

ADDRESS	CITY	STATE	ZIP
_____ ()			
CONTACT	PHONE	EMAIL	

FIRE SPRINKLER CONTRACTOR

COMPANY NAME _____ () _____ PHONE

ADDRESS _____ CITY _____ STATE _____ ZIP _____

CONTACT _____ () _____ PHONE _____ EMAIL

DESIGN PROFESSIONAL

NAME _____ () _____ PHONE

COMPANY NAME _____ () _____ PHONE

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PA LICENSE NUMBER _____ EMAIL _____

THE MOUNT JOY BOROUGH CODES DEPARTMENT WILL CONTACT YOU REGARDING THE STATUS OF THE PERMIT APPLICATION AND WHETHER THE PROJECT IS APPROVED AND WHAT FEES/COSTS WILL BE OR DENIED AND WHAT FURTHER INFORMATION MAY BE NEEDED TO GRANT APPROVAL.

A STORMWATER REVIEW AND PERMIT IS REQUIRED ON ALL PROJECTS IN MOUNT JOY BOROUGH TO DETERMINE WHETHER THE PROJECT IS EXEMPT, A MINOR, OR MAJOR STORMWATER PLAN/PROJECT IN ACCORDANCE WITH MOUNT JOY BOROUGH ORDINANCE.

PLAN REVIEW TIMEFRAMES FOR BOTH ZONING AND PA UCC PLAN REVIEWS TO BE CONDUCTED IN ACCORDANCE WITH ALL APPLICABLE LAWS AND ORDINANCES: RESIDENTIAL: UP TO 21 DAYS / COMMERCIAL: UP TO 45 DAYS ANY OTHER REQUIRED PERMIT APPLICATIONS, SUCH AS STORMWATER, STREET OPENING, CURB & SIDEWALK, ETC. EACH HAVE THEIR OWN TIME FRAMES AND ARE NOT INCLUDED IN THE TIME FRAMES STATED HERE.

**INCLUDE ONE(1) COPY OF ANY THE FOLLOWING WITH YOUR PERMIT APPLICATION, IF APPLICABLE:
 WATER AND SEWER CONNECTION PERMIT FROM MOUNT JOY WATER AUTHORITY
 ANY PREVIOUS DECISION BY MOUNT JOY BOROUGH COUNCIL OR ZONING HEARING BOARD FOR SPECIAL EXEMPTION, VARIANCE, CONDITIONAL USE, OR SUBDIVISION/LAND DEVELOPMENT**

**IF YOU HAVE ANY QUESTIONS REGARDING THE PERMITTING PROCESS PLEASE CONTACT THE MOUNT JOY BOROUGH CODES AND ZONING DEPARTMENT AT
 717-653-2300 OR ZONING@MOUNTJOYPA.ORG
 MONDAY THROUGH FRIDAY, 7AM TO 4PM**

PLEASE REVIEW AND SIGN THE APPLICATION CERTIFICATION ON THE NEXT PAGE

THE BELOW SIGNED PROPERTY OWNER, CONTRACTOR, DESIGN PROFESSIONAL, OR OTHER DESIGNATED APPLICANT DO CERTIFY THE FOLLOWING:

I HEREBY AUTHORIZE THE DESIGNATED BOROUGH OFFICIALS AND/OR THEIR APPOINTED THIRD PARTY REPRESENTATION TO ENTER AND ACCESS THE PROPERTY LISTED ON THIS APPLICATION AS THE "PROJECT ADDRESS" AND TO INVESTIGATE, INSPECT, EXAMINE THE PROPERTY AND ALL RELEVANT LAND AND STRUCTURES THAT PERTAIN TO THE STATED PROJECT FOR COMPLIANCE WITH THE PENNSYLVANIA UNIFORM CONSTRUCTION CODE (AS ADOPTED) AND THE ORDINANCES OF MOUNT JOY BOROUGH.

I DO CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT AND THAT THE WORK WILL BE COMPLETED TO THE APPROVED CONSTRUCTION DOCUMENTS AND IN ACCORDANCE WITH THE PENNSYLVANIA UNIFORM CONSTRUCTION CODE (AS ADOPTED) AND THE ORDINANCES OF MOUNT JOY BOROUGH. I UNDERSTAND THAT ANY FALSE STATEMENT MADE IN THIS DOCUMENT ARE SUBJECT TO THE PENALTIES OF 18 Pa. C.S.: §4904 RELATING TO UNSWORN FALIFICATION TO AUTHORITIES

I UNDERSTAND THAT THIS PERMIT WILL BE VALID FOR ONE (1) YEAR FROM THE "ISSUE DATE" STATED ON THIS APPLICATION AND THAT ONCE ISSUED A COPY OF THE PERMIT MUST REMAIN ON THE WORK SITE UNTIL COMPLETION OF THE STATED PROJECT AND THAT THE PERMIT PLACARD PROVIDED WITH THE ISSUED PERMIT DOCUMENT MUST BE DISPLAYED ON THE JOB SITE IN A LOCATION THAT IS EASILY VISIBLE FROM A PUBLIC RIGHT OF WAY

I UNDERSTAND THAT NO WORK MAY START OR CONTINUE UNLESS A PERMIT IS ISSUED BY THE MOUNT JOY BOROUGH CODES AND ZONING DEPARTMENT AND ALL APPLICABLE FEES HAVE BEEN PAID. I UNDERSTAND THAT STARTING OR CONTINUEING WORK WITHOUT A PERMIT(S) MAY RESULT IN A NOTICE OF VIOLATION AND/OR STOP WORK ORDER TO BE ISSUED AND ALL APPLICABLE FEES AND FINES TO APPLIED.

I UNDERSTAND A FAILURE TO START WORK WITHIN 180 DAYS, OR IF WORK HAS STOPPED (AT DISCRETION OF THE LISTED CONTRACTOR(S) OR OWNER(S) AND NOT UNDER ANY OFFICIAL ORDER) THAT ANY PERMIT ISSUED FOR THE AUTHORIZED CONSTRUCTION STATED IN THIS APPLICATION.

I UNDERSTAND THAT THIS APPLICATION DOES NOT RELIEVE OR LIMIT ANY OBLIGATION OF ANY OTHER SECTION OF THE MOUNT JOY BOROUGH ORDINANCES, INCLUDING BUT NOT LIMITED TO FIRE PREVENTION CH 136, STORMWATER CH 226, SUBDIVISION AND LAND DEVELOPMENT CH 240, AND ZONING CH 270.

I UNDERSTAND THAT ANY PERMIT REQUIRED BY ANY OTHER SECTION OF THE MOUNT JOY BOROUGH ORDINANCES, OR ANY OTHER LAWFUL GOVERNING ENTITY WILL BE REQUIRED ALONG WITH THIS ZONING AND BUILDING PERMIT/APPLICATION.

I UNDERSTAND THAT THE APPLICANT OR THEIR DESIGNATED AGENT IS RESPONSIBLE TO AND LOCATE ALL PROPERTY LINES, SET BACKS, EASEMENTS, RIGHT OF WAYS, ETC. AND TO ACCURATELY REPRESENT SUCH ITEMS AS NECESSARY ON ANY SUBMITTED CONSTRUCTION DOCUMENTS.

I UNDERSTAND THAT ALL FEES MUT BE PAID PRIOR TO THE ISSUES OF A CERTIFICATE OF USE AND OCCUPANCY AND THAT SHOULD THE STATED PROJECT BE CANCELLED THAT THERE MAY BE ADMINISTRATIVE OR REVIEW FEES FROM EITHER THE BOROUGH OF MOUNT JOY OF THEIR DESIGNATED THIRD PARTY FOR SERVICES ALREADY RENDERED.

NAME (PRINT) ()
PHONE

SIGNATURE DATE

EMAIL