



**Mailing Address**

P.O. Box 277  
Dauphin, PA 17018

**Office Address**

10 Elizabeth Avenue  
Dauphin PA, 17018

Phone: 717-921-8128

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*Middle Paxton Township*

## **ISSUANCE OF ZONING PERMITS - GENERAL INFORMATION**

1. Fill out the **Entire** zoning permit application including all sections.
2. Provide copy of Worker's Compensation Liability Insurance (Certificate of Insurance) **or** fill out Worker's Compensation form provided. **(The form does not have to be notarized)**
3. Submit plans, specifications, and a plot plan showing the location and size of proposed structure with setback locations from all property lines. In addition, all existing structures, including septic, should be shown on the plot plan. **No structures are permitted within 10' of any septic component**
4. **A zoning permit cannot be issued until all sections of the application are completed. In addition, property lines must be marked prior to a stakeout inspection. Please refer to your deed if you have any questions regarding property lines.**
5. Once the permit is issued and before the project is started, please contact the Township for a **stakeout inspection** so the Zoning Officer can verify zoning compliance. Work shall not proceed until the stakeout inspection has been approved. Please provide at least a 48 hour notification for scheduling of inspections. Inspections are performed on Tuesdays and Thursdays.
6. The Zoning Officer may make periodic site inspections to at any time during the course of the work for which the permit has been granted.
7. Upon completion or placement of the structure for which the permit was granted, please call the Township Office for a **'final inspection'**, prior to use of the structure. If the accessory structure is proposed to have electric, a Certified Electrical Inspector of your choice shall perform an electrical inspection. The Electrical Inspection shall be performed prior to the final inspection by the Zoning Officer.
8. A **Certificate of Use** will be issued after the final inspection.

**Zoning Permit Fees**

**Zoning Permit Fees - (Non-UCC Permit Fees)**

For Detached Accessory Structures less than 1,000 square feet:  
(Calculated by square footage)

|   |   |
|---|---|
| 1 square foot to 50 square feet.....    | no charge   |
| 51 square feet to 150 square feet.....  | \$ 40.00 application fee<br>\$ 10.00 Cert. of Use Fee                             |
| 151 square feet to 499 square feet..... | \$ 50.00 application fee<br>\$ 4.00 per 100 sq. ft.<br>\$ 10.00 Cert. of Use Fee  |
| 500 square feet to 749 Square feet..... | \$ 75.00 application fee<br>\$ 4.00 per 100 sq. ft.<br>\$ 10.00 Cert. of Use Fee  |
| 750 square feet to 999 Square feet..... | \$ 100.00 application fee<br>\$ 6.00 per 100 sq. ft.<br>\$ 10.00 Cert. of Use Fee |
| <u>1000 square feet or more:</u> .....  | <b>SEE UCC Fee Schedules</b>  |
| Demolition Permit                       | \$ 50.00 Zoning fee plus UCC fees, if applicable.                                 |
| Inflatable Pools (WITH NO ELECTRIC)     | \$ 50.00 Zoning fee (one time fee)  |
| Fence Permits                           | \$ 25.00 Zoning fee.  |

**PLEASE CONTACT THE TOWNSHIP OFFICE WITH ANY QUESTIONS.**