



**Mailing Address**

P.O. Box 277  
Dauphin, PA 17018

**Office Address**

10 Elizabeth Avenue  
Dauphin PA, 17018

Phone: 717-921-8128

Fax: 717-474-8146

*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**. If the accessory structure is to have electric, a Certified Electrical Inspector of your choice must perform an electrical inspection prior to the final inspection by the Zoning Officer. **The final inspection must be completed prior to use of the structure.**
8. A **Certificate of Use** will be issued after the final inspection and is **required** before using the structure.

**\*\*PERMIT FEES WILL BE DOUBLED IF WORK IS STARTED WITHOUT THE PROPER PERMIT.**

## 2021 PERMIT APPLICATION FEES

### **ZONING PERMIT FEES - Fees, charges and expenses for the administration of zoning activities.** **(See UCC Fees and Stormwater Application Fees)**

Detached Accessory Structures less than 1,000 square feet:

50 square feet to 150 square feet.....	\$ 50.00 application fee \$ 10.00 Cert. of Use Fee
151 square feet to 399 square feet.....	\$ 75.00 application fee \$ 25.00 Cert. of Use Fee
400 square feet to 699 square feet	\$ 150.00 application fee \$ 25.00 Cert. of Use Fee
700 square feet to 999 square feet.....	\$ 200.00 application fee \$ 25.00 Cert. of Use Fee
1,000 square feet and over .....	<b>SEE UCC SCHEDULE</b>
Agricultural Structures up to 3,000 S.F.	\$0.15 per square foot
Agricultural Structures above 3,001 S.F.	\$0.10 per square foot

### **Demolition Permit, Plus UCC Fees, if applicable**

Accessory Structures	\$ 50.00
Residential	\$ 125.00
Commercial	\$ 250.00
Inflatable Pools/ Temporary Pools (WITHOUT electric)	\$ 50.00 (one-time fee)
Fence Permits	\$ 50.00
Energy Efficient Projects	\$ 75.00

### **All Zoning Permit Applications that meet the UCC Guidelines, including POOLS (above and in-ground):**

Residential	\$0.30/ per Square Foot (Min. \$100)
Commercial	\$0.35/ per Square Foot (Min. \$100)
Certificate of Nonconformance	\$ 35.00 (Lifetime permit)
Change of Use Permit	
Residential	\$ 75.00
Commercial	\$ 150.00
Timber Harvesting Permit	\$ 125.00 flat fee per project
Zoning Concept Plan/ prior to submission review/review with Zoning Administrator. Concept Plan includes request for the Township Engineer Comments	\$ 50.00 per meeting AND any invoices from Township Engineer.
Zoning Verification Letter – Specific request for refinancing of property etc.	\$ 50.00
Zoning Permit Renewal – Administrative Costs to Renew	\$ 50.00
<b>Governor’s surcharge (all UCC Permits)</b>	\$ 4.50 (State <b>mandated</b> )

**ALL UCC PERMITS: See attached Fee Schedules for permit costs.**

\*Square footage is defined as gross areas of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways, covered walkways, and attics with floor to ceiling height of 6' 6" or greater.

**SEWAGE TESTING, PERMITTING, INSPECTION AND ENFORCEMENT FEES – AS PER ATTACHED SEO FEE SCHEDULE**

**ZONING APPLICATION FEES**

**Variance Fees –**

- Residential - \$ 500.00
- Non-residential - \$ 700.00

**Special Exception Fees –**

- Residential - \$ 500.00
- Non-residential - \$1,000.00

**Appeals Fees -**

- Residential - \$ 500.00
- Non-residential - \$ 700.00

**Conditional Use Fees –**

- Residential - \$ 500.00
- Non-residential - \$1,000.00

**Uses not provided for Fee -**

- \$ 500.00

**Rezoning/Map Change Request Fee -**

- \$1,000.00

**Text Amendment Fee -**

- \$1,000.00

**Validity Challenge Fee -**

- \$1,000.00

**Curative Amendment Fee -**

- \$1,000.00

**Other Public Hearings Fee -**

- \$1,000.00

(General Hearings from other issues that require a public hearing before the Board of Supervisors)

**Formal Continuation Fee for all items in this section:**

Per meeting - \$ 250.00

**Applicants will be responsible for one-half of the stenographer fees, which vary, for all items in this section.**

**Requests for Zoning Hearing Transcripts are to be paid by the requestor. Fees vary.**