



CENTRE REGION CODE ADMINISTRATION  
2643 Gateway Drive Suite #2  
State College, PA 16801  
Tel: 814-231-3056  
[WWW.CENTREREGIONCODE.ORG](http://WWW.CENTREREGIONCODE.ORG)

Building Permit No:  
Zoning Permit No:  
Water Permit:  
Sewer Permit:

## APPLICATION FOR ZONING AND BUILDING PERMIT

### LOCATION OF PROPOSED WORK OR IMPROVEMENT

Municipality: \_\_\_\_\_ Tax Parcel No: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Rural Directions: \_\_\_\_\_

### TYPE AND COST OF WORK OR IMPROVEMENT

#### Type of Property:

- ☐ Commercial  
☐ Residential  
☐ Current Rental  
☐ Proposed Rental

#### Type of Improvement:

- ☐ New building  
☐ Addition  
☐ Alteration  
☐ Repair, replacement  
☐ Demolition  
☐ Electrical ONLY  
☐ Sprinkler System ONLY

#### Building Information:

##### Dimensions:

Height (feet): \_\_\_\_\_

No of Stories: \_\_\_\_\_

Total Square footage: \_\_\_\_\_

##### Type of sewage disposal:

- ☐ Public or private company  
☐ Private (on lot septic tank, etc.)

##### Type of water supply:

- ☐ Public or private company  
☐ Private (well, cistern)

#### Declared cost

\$ \_\_\_\_\_

#### Describe proposed work:

\_\_\_\_\_  
\_\_\_\_\_

Role:	Name	Address	Phone No	Email
Owner				
Tenant				
Contractor				
Design Professional				

### AFFIDAVIT

I hereby certify that I am the owner in fee or the authorized agent of the owner in fee of the property upon which the work authorized by the permit sought will be performed. All work will be performed in accordance with all applicable laws of the Commonwealth of Pennsylvania and this jurisdiction.

Signature of applicant	Address	Application Date
Print Name	Email/Phone	Role

ADDRESS: \_\_\_\_\_

OFFICE USE ONLY

DETAILS	
<b>Square footage</b>	<b>Level of alteration</b>
Housing: _____	I    II    III
Basement:	<b>Change of Use:</b> _____
Finished: _____	<b>New Building:</b> _____
Unfinished: _____	
Garage: _____	
Total Square Footage: _____	
(must equal breakdown above)	

Housing: \_\_\_\_\_

Finished: \_\_\_\_\_

Unfinished: \_\_\_\_\_

Garage: \_\_\_\_\_

Total Square Footage: \_\_\_\_\_  
(must equal breakdown above)

I      II      III

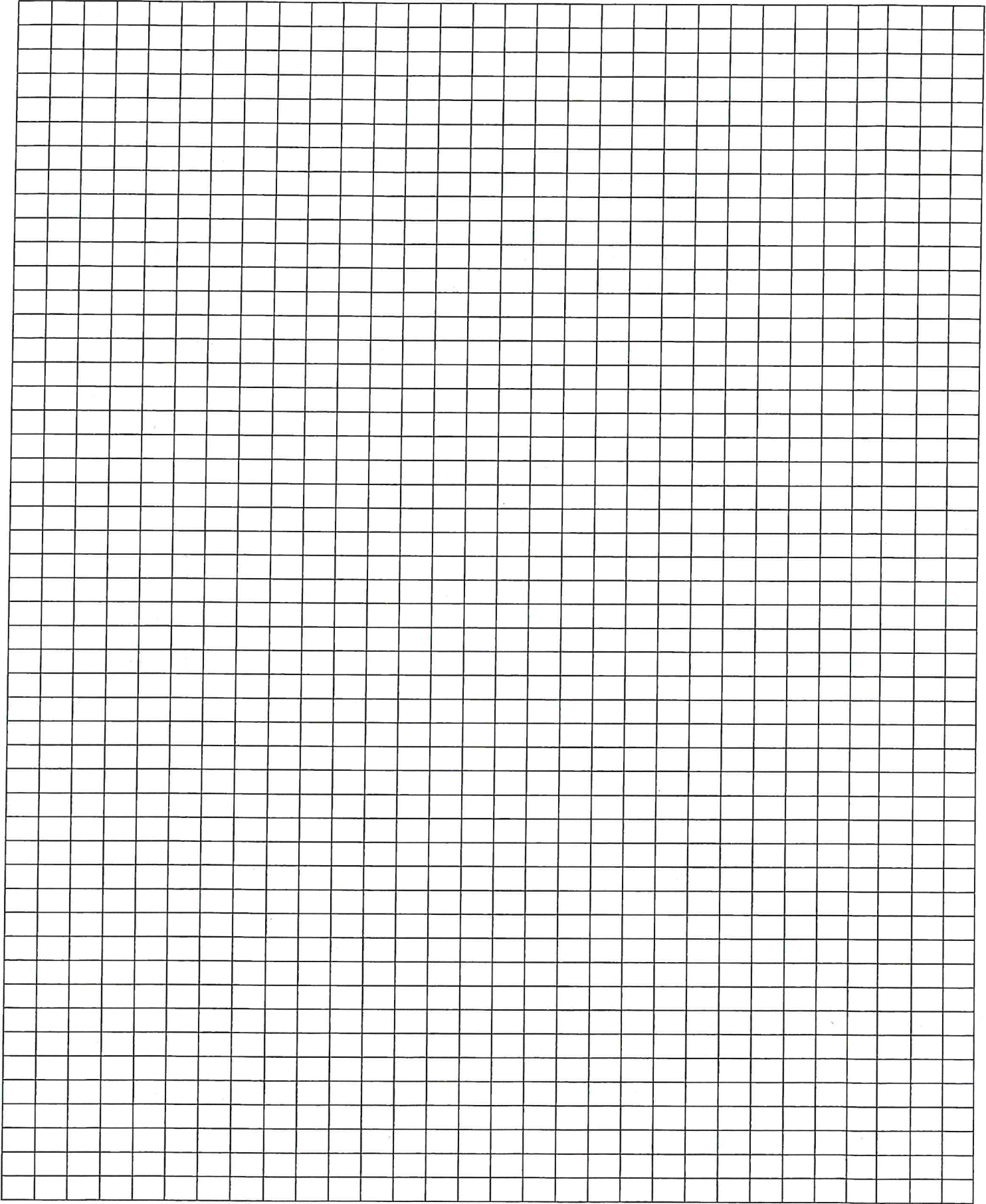
**Change of Use:** \_\_\_\_\_

**New Building:** \_\_\_\_\_

Additional Notes:

[illegible]

Site Plan – Required for zoning application. Applicant must fill in dimensions and indicate North.



**ZONING PLANS EXAMINER NOTES**

Zone: \_\_\_\_\_

Lot Square Footage: \_\_\_\_\_

Percent Coverage: \_\_\_\_\_

Off-street parking spaces

Enclosed: \_\_\_\_\_

Outdoors: \_\_\_\_\_

Set Backs	North √	Required	Provided
Front			
Right Side			
Left Side			
Rear			

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved: \_\_\_\_\_ Date approved: \_\_\_\_\_ Permit No.: \_\_\_\_\_

**CODES PLANS EXAMINER NOTES**OCCUPANCY INFORMATION

Type of Construction: \_\_\_\_\_ Use Group: \_\_\_\_\_

FLOOR	# OF UNITS	MAX OCC LOADS	MAX LIVE LOAD (lbs per sq.ft.)	FLOOR	# OF UNITS	MAX OCC LOAD	MAX LIVE LOADS (lbs per sq.ft.)
BASEMENT				SEVENTH FLOOR			
FIRST FLOOR				EIGHTH FLOOR			
SECOND FLOOR				NINTH FLOOR			
THIRD FLOOR				TENTH FLOOR			
FOURTH FLOOR				ELEVENTH FLOOR			
FIFTH FLOOR				ROOF			
SIXTH FLOOR				OTHER			

Plan Approved: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Building Permit No: \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_

Permit fee \$ \_\_\_\_\_ Deposit Paid \$ \_\_\_\_\_ Balance Due \$ \_\_\_\_\_

Deposit Date \_\_\_\_\_ Check/Cash \_\_\_\_\_ By \_\_\_\_\_



## Impervious Surface Calculation Requirements

Impervious Surface – a surface that limits the infiltration of water into the ground, including, but not limited to, any rooftop surface, or swimming pool, or any asphaltic pavement, concrete or compacted gravel, any of which is used for driveways, ditches or courts.

The Ferguson Township Zoning Ordinance places a maximum impervious surface percentage on developing land. This percentage varies for each zoning district. When any person applies for a zoning permit, he/she must supply the lot's total impervious surface amount, stated in square feet, including the proposed alterations. This information can be provided as follows:

Property Address: \_\_\_\_\_

### Applicant Information

\_\_\_\_\_ Lot Area Square Footage

\_\_\_\_\_ House (footprint)

\_\_\_\_\_ Shed(s)

\_\_\_\_\_ Sidewalk(s)

\_\_\_\_\_ Driveway(s) (paved and gravel)

\_\_\_\_\_ Swimming Pool

\_\_\_\_\_ Wooden deck(s), Porches, Patios, etc.

\_\_\_\_\_ Any other surface that inhibits water from directly entering the ground

\_\_\_\_\_ Total Impervious

### Office Use Only

\_\_\_\_\_ Total Impervious \_\_\_\_\_ Lot Area = \_\_\_\_\_ % Impervious

Please call the zoning office if you have any questions at (814) 238-4651 or email the zoning administrator at [jressler@twp.ferguson.pa.us](mailto:jressler@twp.ferguson.pa.us)

## **Application for Zoning Permits**

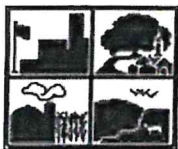
To apply for a zoning permit, you must submit the following items to the zoning administrator:

1. A completed Application for Zoning Permit form and permit fee paid at the time of application. Application forms are available from the Township office or on-line.
2. A copy of a sewage permit is required if the zoning permit application is for a new structure needing sewer service or a use that requires different sewer needs (e.g. new dwelling or office building). Sewage permits are obtained from the sewage authority for off-site sewer service, or from the township sewage enforcement officer for on-site sewer service.
3. A copy of a water permit from the water authority or private company is required if the zoning permit application is for a new structure needing water service (e.g. new dwelling or office building). A water permit is not required if the property will be served by an onsite well.
4. A completed road occupancy permit application is required when access will be made onto a township road.
5. A Pennsylvania Department of Transportation highway occupancy permit is required when access will be made onto a state road.
6. An approved copy of a land development plan, if required, or a sketch plan showing the following information:
  - a. The property lines and dimensions of the lot.
  - b. The location and dimensions of all existing and proposed structures on the lot.
  - c. The existing and proposed uses of buildings.
  - d. The location and dimensions of all existing and proposed access points and driveways to the property.
  - e. The number and location of all existing and proposed parking spaces.
  - f. Distances marked between all existing and proposed structures to the front, rear, and side property lines.
  - g. Scale of the sketch plan (Example  $1/8" = 1'$ ).
  - h. North arrow.
  - i. Identification of adjoining streets.
  - j. Identification of any easements that cross the property.
  - k. Location of the front, rear and side yard setbacks.

During its March 11, 2009 meeting the Public Safety Committee approved the following change in the procedures for paying for building permits. The total cost of a building permit has not changed just the timing of the payment.

The Public Safety Committee endorses a change in payment practices effective April 12, 2009 requiring that all building code applications shall be accompanied by a non-refundable minimum payment equal to forty percent (40%) of the total permit fee. No plan review will start until this fee has been received by the Centre Region Code Administration.

In addition, the following items shall be clearly stated on the cover sheet or building permit application: type of construction, use group and corresponding gross square footage, gross project square footage; and, for renovation work, the level of alteration and corresponding gross square footage for each.



## TOWNSHIP OF FERGUSON

3147 Research Drive • State College, PA 16801  
Telephone (814) 238-4651 • Fax (814) 238-3454  
www.twp.ferguson.pa.us

### DRIVEWAY PERMIT APPLICATION

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

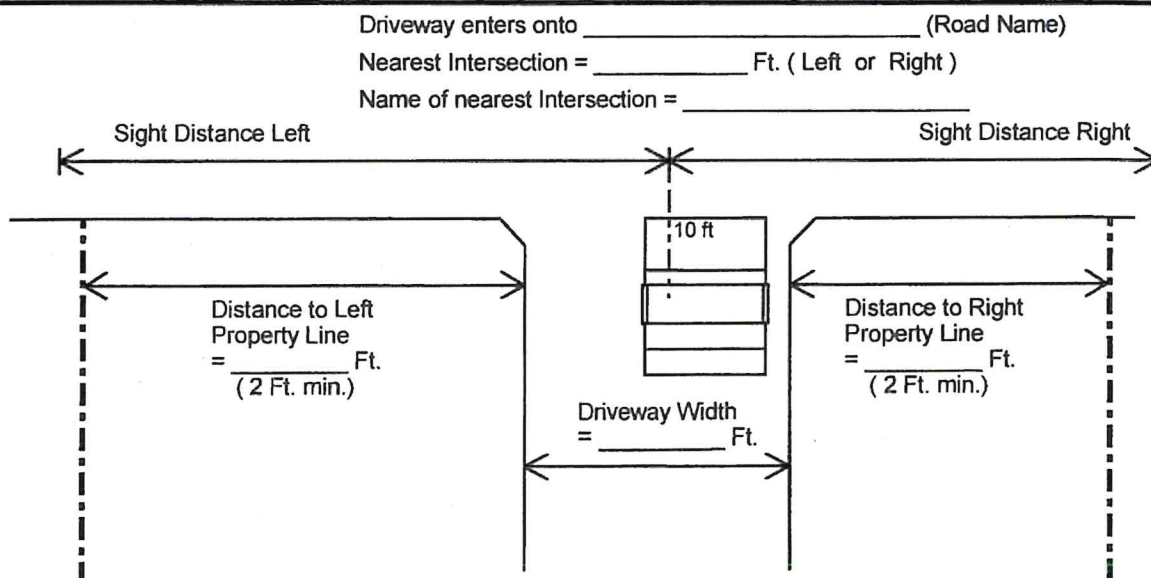
Owner's Address: \_\_\_\_\_

Location (address) of Driveway Entrance: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_  
A current Certificate of Insurance (COI) that meets Township COI requirements  
must be provided for Contractor working on the driveway.

New Driveway ☐  
Existing Driveway ☐

COMPLETE BELOW AND ATTACH SKETCH THAT DEPICTS WORK TO BE PERFORMED:



Sight Distance: Left = \_\_\_\_\_ Right = \_\_\_\_\_ (Length, in feet, of continuous distance that is clear of view obstructions)

For the purpose of measuring sight distance, the drivers' eye height shall be 3.5 feet above the proposed driveway and 10 feet back from the edge of the public travel lane. The approaching vehicle's height shall be 3.5 feet above the public roadway surface. Measure distance from centerline of proposed driveway.

#### Notes:

- 1) Driveway connection to existing roadway shall meet Ferguson Township's Driveway Entrance Requirements.
- 2) Driveway shall meet the requirements of Ferguson Township's Zoning Ordinance Chapter 27, Section 808 and Subdivision Ordinance Chapter 22, Section 502.
- 3) Driveway shall be constructed Ferguson Township's Street and Sidewalk Ordinance, Chapter 21, Appendix A, Part III, Construction Guidelines for Driveway Entrances.
- 4) Applicant shall be responsible for traffic control in accordance with PennDOT Publication 213.

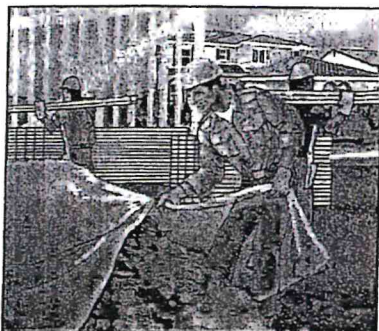
Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# STORMWATER Pollution Prevention

## CONSTRUCTION

Cement wash, sediment, vehicle fluids, dust and hazardous debris from construction sites often make their way into the San Bernardino County storm drain system and do not get treated before reaching the Santa Ana River. This pollutes our drinking water and contaminates waterways, making them unsafe for people and wildlife. Follow these best management practices to prevent pollution and protect public health.



### Store Materials Safely

Keep construction materials and debris away from the street, gutter and storm drains. Cover exposed stockpiles of soil, sand or gravel and excavated material with plastic sheeting, protected from rain, wind and runoff.



### Ordering Materials & Recycling Waste

Reduce waste by ordering only the amounts of materials needed for the job. Use recycled or recyclable materials whenever possible. You can recycle broken asphalt, concrete, wood, and cleared vegetation. Non-recyclable materials should be taken to a landfill or disposed of as hazardous waste. For recycling and disposal information, call (909) 386-8401.



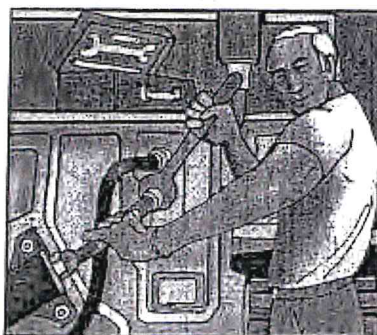
### Cleaning & Preventing Spills

Use a drip pan and funnel when draining or pouring fluids. Sweep up dry spills, instead of hosing. Be ready for spills by preparing and using spill containment and cleanup kits that include safety equipment and dry cleanup materials such as kitty litter or sawdust. To report serious spills, call 911.



### Preventing Erosion

Avoid excavation or grading during wet weather. Plant temporary vegetation or add hydromulch on slopes where construction is not immediately planned, and permanent vegetation once excavation and grading are complete. Construct diversion dikes to channel runoff to a detention basin and around the construction site. Channels can be lined with grass or roughened pavement to reduce runoff velocity.



### Maintaining Vehicles & Equipment

Maintain and refuel vehicles and equipment at a single location on-site, away from the street, gutter and storm drains. Perform major equipment repairs and washings off-site. Inspect vehicles and equipment frequently for leaks, and prevent leaks from stored vehicles by draining gas, hydraulic oil, transmission, brake and radiator fluids.

To report illegal dumping or for more information  
on stormwater pollution prevention, call:

**1 (800) CLEANUP**

[www.1800cleanup.org](http://www.1800cleanup.org)

