CONEWAGO TOWNSHIP, ADAMS COUNTY
541 Oxford Avenue
Hanover, PA 17331
Tele: (717) 637-0411 Fax: (717) 637-6826

Revised 12.17.2024

Residential - New Home Building & Zoning Permit Application Package

Conewago Township Adams County, Pennsylvania

ZONING/CODE ENFORCEMENT OFFICE
541 Oxford Avenue, Hanover, PA 17331
Tele: (717) 637-0411 • Fax: (717) 637-6826

RESIDENTIAL - NEW HOME ZONING AND BUILDING PERMIT APPLICATION

Date: _____

Applicant: _____ Address: _____ Phone#: _____

Person in charge of work: _____ Phone #: _____

Address of project: _____ Lot#:_____ Subdivision: _____

Parcel # _____ Zoning District: ____ # of Stories: _____ Structure type: ____

Lot Size: _____ sq ft Building Size: _____ sq ft Cost of Project: _____

Reviewed by: _____

NOTICE – PLEASE READ AND COMPLY WITH THE FOLLOWING:

In addition to a building/zoning permit if the subject property does or will require access to a public road or street, and/or will require improvements/change of existing driveway access to a public road or street, then if such public road or street is under the jurisdiction of the Commonwealth of Pennsylvania, you must obtain a Highway Occupancy Permit pursuant to Act No. 28 of 1945, as amended known as the "State Highway Law Application" for such Highway Occupancy Permit as to a Commonwealth road or street must be made to with and processed by the Pennsylvania Department of Transportation. If such road or street is under the jurisdiction of Conewago Township, you must apply for and obtain a Conewago Township Road Occupancy Permit from the Township.

In addition to a building/zoning permit and depending on the location of the subject property, you may need to make other applications and obtain other permits for the development you propose, including but not limited to an on-lot sewage permit and/or connection to a public sewer connection permit, water connection permit and/or Land Development approval prior to being able to commence construction.

Contractor is prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of worker's compensation to Conewago Township. Contractor also prohibited by law is to building or remodeling under this permit from engaging the service of a subcontractor unless subcontractor maintains workers compensation insurance coverage as to subcontractor's employees. Failure of contractor and applicant for this permit to maintain worker's compensation insurance according to law of Commonwealth of Pennsylvania and failure to name Conewago Township as a named insured requires stoppage of all construction/work under building/zoning permit issued and a building/zoning permit may be revoked.

Property owner is responsible for determining if property is subject to private covenants and/or subdivision regulations or private plan restrictions and compliance with the restrictions. Private Covenants may be restrictive than zoning regulations. Issuance of a building or zoning permit does not constitute compliance with private covenants and/or restrictions. Any legal controversies arising from a permit issued in violation of any private covenants and/or restrictions is the sole responsibility of the property owner or their authorized representative.

STATEMENTS AND VERIFICATION BY APPLICANT

We do hereby agree to observe and adhere to any and all provisions of Conewago Township's Ordinances and do further agree and understand that my failure to do so shall constitute a violation as to any permits issued per this application which violation shall cause any permit to become null and void and revocable by Conewago Township via its Zoning Officer or other designated agent.

Owner, Contractor or Agent _____ Date _____

BUILDING INSPECTIONS:
MDIA
3901 Hatrzdale Drive
Camp Hill, PA 17011
Tele: (717) 873-7441

ZONING & BUILDING PERMITS:
Conewago Township
541 Oxford Avenue
Hanover, PA 17331
Tele: (717) 637-0411

ADAMS COUNTY PERMIT:
Adams County Courthouse
Assessing Office, Room 202
Gettysburg, PA 17325
Tele: (717) 334-6781

FOR TOWNSHIP USE ONLY

ZONING/CODE REVIEW

Zoning District: _____
Map/Parcel: _____
Lot Number: _____
Subdivision: _____

Address: _____

No. Stories: _____

Floodplain: ☐ Yes ☐ No

Building Use Classification: _____

Project: _____

Conditions of Issuance: _____

_____

_____

_____

_____

_____

_____

_____

_____

Zoning Approval: ☐ Yes ☐ No

ZONING OFFICER: _____ Date: _____

PERMIT APPLICATION FEES

Building/Zoning Permit: _____

Demolition Permit: _____

Curb and Sidewalk Permit: _____

Sidewalk Inspection Fee: _____

Building Plan Review: _____

Road Occupancy Permit: _____

Grading Plan Review: _____

Grading Permit: _____

As-Built Plan Review: _____

Sign Permit: _____

Sewer Lateral Inspection: _____

Sewer Tapping Fee: _____

Use and Occupancy Permit: _____

PA State Fee: _____$4.50_____

Total Application Fee Paid: _____

Check No.: _____ Rec'd by: _____

Date Rec'd: _____

BUILDING INSPECTION FEES

$_____ Building Plan Review
$_____ Residential
$_____ Electrical
$_____ Energy
$_____ Mechanical
$_____ Plumbing
$_____ (other)

$_____ **Total Inspection Fee**

BUILDING INSPECTION TYPES

☐ Footers
☐ Foundation
☐ Underslab/Slab
☐ Sewer
☐ Framing
☐ Insulation
☐ Final on all principals

Rough-ins at Framing
☐ Mechanical
☐ Electrical
☐ Plumbing

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CERTIFICATE OF OCCUPANCY REQUIRES, BUT IS NOT LIMITED TO THE FOLLOWING:

To Be Completed by the Township Only

	Temporary Occupancy; date:_____
	Certificate of Occupancy; date:_____

	As-Built Title:_____ _____ As-Built Plan Date: _____ As-Built Determination:_____ Engineer: _____ As-Built Review Date:_____

NOTHING TO BE MOVED INTO THE HOUSE UNTIL AFTER OCCUPANCY IS APPROVED.

The Township of Conewago reserves *48 hours for occupancy inspections.*

Inspection Procedure (checked off by Township Official when reviewing the Certificate of Occupancy request):

Address: _____ Lot #_____

	Grading Plan by Township Engineer
	Building Permit Plan Review by Inspector
	Building Permit issued upon satisfactory payment of all fees and receipts of township engineer approval
	Foundation Top of Block Inspection – requires receipt of certificate of location & elevation from drawer of approved grading/site plan.
	Footer Inspection by Inspector
	Electrical Inspection by Inspector
	Foundation inspection - approval by code standards required before any construction above foundation
	Plumbing Inspection by Inspector
	Sewer Inspection by Inspector
	Energy Inspection by Inspector
	Mechanical Inspection by Inspector
	Post Lamp Inspection, dusk to dawn, if applicable inspected by the Township
	Sidewalk Inspection inspected by the Township. (pre-pour and post-pour)
	Final inspection by Inspector

BUILDING INSPECTIONS:
MDIA
3901 Hartzdale Dr
Camp Hill, PA 17011
717-873-7441

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