

**Briar Creek Township
Columbia County, Pennsylvania**

150 Municipal Rd.

Berwick, PA 18603

570-752-8262

www.briarcreektwp.org

For all Zoning Permits, a complete, signed application is required along with the required fee. Applications not fully completed will be returned. Please check the Briar Creek Township Zoning Ordinance for what is allowed in the Zoning District in which you live or contact the Briar Creek Township Zoning Officer, Larry Frace at (570)380-0498 with any questions you may have. If you are still unsure or have questions, please seek legal advice.

When you submit a Zoning Permit application for new construction of a house, the following additional information is required:

1. A copy of the well permit
2. A copy of the on-lot sewage permit
3. A copy of the signed application for a sewage permit
4. A copy of the soil per. Test results
5. A copy of the driveway permit. For driveway access to a State Road, please contact PennDot. For driveway access to a Township Road, please contact Larry Frace at (570)993-4098.

FEES:

Building and any other man-made structure:

Fees for the issuance of a Zoning Permit for the construction, erection, movement, placement, addition or alteration of any man-made structure (including buildings, decks, porches, fences, etc., whether open or enclosed, stationary or fixed) shall follow the Briar Creek Township Fee Schedule which can be found on our website www.briarcreektwp.org under the Zoning section, or at www.larrycfraceinspectionsllc.com under the forms section..

You have 12 months to complete your project, if it is not finished in that time frame you must request an extension in writing to the Briar Creek Township Zoning Officer.

Any questions concerning the completion of the zoning application should be directed to Zoning/Code Enforcement Officer Larry Frace at (570)380-0498 or lcfrace@hotmail.com.

All checks and completed applications must be submitted directly to:

Larry C. Frace Inspections LLC
1009 Fowler Avenue
Berwick, PA 18603

Or emailed to : asmith@fraceinspections.com or safrace@fraceinspections.com

BRIAR CREEK TOWNSHIP, COLUMBIA COUNTY, PENNSYLVANIA
ZONING PERMIT APPLICATION

Check One: Commercial ☐ Residential ☐ Agricultural ☐

DIRECTORY INFORMATION

1. APPLICANT'S NAME & ADDRESS: _____

2. OWNER'S NAME & ADDRESS (IF DIFFERENT THAN APPLICANT): _____

3. TELEPHONE NUMBER OF APPLICANT: _____
OWNER: _____
4. ADDRESS/LOCATION OF PROPERTY (PLEASE BE DESCRIPTIVE): _____

CONTRACTOR INFORMATION

5. IF THE WORK IS NOT BEING DONE BY THE OWNER, LIST THE NAME, ADDRESS AND TELEPHONE NUMBER OF THE CONTRACTOR(S): _____

6. THE FOLLOWING MUST BE COMPLETED IF A CONTRACTOR WILL BE DOING THE WORK UNDER THIS PERMIT:
 - a. IS PROOF OF WORKERS COMPENSATION INSURANCE ATTACHED TO THIS APPLICATION? YES ☐ NO ☐
 - b. IF NO, THEN A NOTORIZED STATE FORM MUST BE ATTACHED.

EXISTING STRUCTURE(S)

7. NUMBER OF EXISTING STRUCTURES ON LOT: _____
8. SIZE OF EXISTING STRUCTURES ON LOT
 - a. STRUCTURE #1: _____
 - b. STRUCTURE #2: _____

NOTE THE NUMBER AND SIZES OF EXISTING STRUCTURES MUST BE INCLUDED IN THE SKETCH PLAN.

STRUCTURES TO BE BUILT

9. PROVIDE A COMPLETE JOB DESCRIPTION OF THE PROPOSED CONSTRUCTION (INCLUDE STRUCTURE TYPE): _____

IF THE APPLICATION IS FOR THE USE OF LAND OR STRUCTURE ONLY PROVIDE THE FOLLOWING NARRATIVE CONSISTING OF DETAILS OF THE PROJECT: _____

10. SIZE OF LOT: WIDTH: _____ DEPTH: _____ ACRES/SF: _____

11. SIZE OF STRUCTURE(S) TO BE BUILT:

STRUCTURE #1

STRUCTURE #2

STRUCTURE #3

HEIGHT: _____

HEIGHT: _____

HEIGHT: _____

WIDTH: _____

WIDTH: _____

WIDTH: _____

DEPTH: _____

DEPTH: _____

DEPTH: _____

12. TOTAL SQUARE FEET OF STRUCTURES TO BE BUILT: _____

13. LOCATIONS OF STRUCTURE ON LOT: STRUCTURE #1: STRUCTURE #2: STRUCTURE #3:

FEET TO FRONT YARD PROPERTY LINE: _____

FEET TO REAR YARD PROPERTY LINE: _____

FEET TO SIDE YARD PROPERTY LINE: _____

FEET TO SIDE YARD PROPERTY LINE: _____

NOTE: THESE DISTANCES MUST BE INCLUDED IN YOUR SKETCH PLAN.

SEWER & WATER INFORMATION

14. PLEASE CIRCLE ONE FROM EACH CATEGORY:

a. METHOD OF WATER SUPPLY:	ON LOT	OR	PUBLIC
b. METHOD OF SEWAGE DISPOSAL	ON LOT	OR	PUBLIC

15. HAS A NEW SEWAGE PERMIT BEEN ISSUED? YES ☐ NO ☐

SEWAGE PERMIT NUMBER _____

OTHER CONSTRUCTION INFORMATION

16. PROJECT START DATE: _____ COMPLETION DATE: _____

17. TOTAL COST OF CONSTRUCTION: \$ _____

USE

18. PLEASE CHECK ANY OF THE FOLLOWING THAT APPLY TO YOUR REQUEST:

_____	USE OF STRUCTURE
_____	USE OF STRUCTURE THAT HAS BEEN ALTERED, EXTENDED OR MOVED
_____	USE OF VACANT LAND
_____	CHANGE IN THE USE OF LAND
_____	CHANGE IN THE USE OF A STRUCTURE

19. PLEASE EXPLAIN THE ITEM OR ITEMS CHECKED ABOVE (INCLUDE THE PRESENT AND PROPOSED USES AND STRUCTURE TYPE): _____

THE INFORMATION WHICH I HAVE PROVIDED WITHIN THIS APPLICATION IS TRUE AND CORRECT. I HEREBY AGREE TO COMPLY WITH ALL BRIAR CREEK TOWNSHIP ORDINANCES AND THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA IN THE PERFORMANCE OF MY WORK WITHIN THE TOWNSHIP. I FURTHER AGREE TO NOTIFY THE ZONING OFFICER OF ANY CHANGES IN THE INFORMATION PROVIDED IN THIS APPLICATION.

SIGNATURE OF OWNER

DATE

SIGNATURE OF APPLICANT

DATE

TOWNSHIP USE ONLY

DATE APPLICATION WAS RECEIVED: _____

ZONING DISTRICT: _____

FEE PAID: _____

APPROVED ☐ DENIED ☐ THIS _____ DAY OF _____, 20____.

ZONING PERMIT NUMBER: _____ (IF APPROVED)

APPROVAL IS SUBJECT TO THE FOLLOWING CONDITIONS: _____

IF DENIED, THE REASON FOR DENIAL OF THE APPLICATION CITING SECTIONS OF THE ZONING ORDINANCE: _____

IF THE ZONING APPLICATION IS DENIED, ATTACH A COPY OF THE DENIAL LETTER.

ZONING OFFICER

**Briar Creek Township
Columbia County, Pennsylvania**

150 Municipal Rd.

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IMPORTANT NOTES

Provide a sketch of the proposed use or structure on the plan on page 5 of this Application packet, or a set of plans may be attached if they clearly show the building(s) & lot's relationship to property lines.

If the property is located in a floodplain, a copy of a benchmark from the site should also be attached and must be properly signed and sealed by a registered professional land surveyor, engineer or architect.

On completion of your project you are required to obtain a **Certificate of Compliance** signed by the Zoning Officer. Please call the Zoning Officer at (570)380-0498 for an inspection upon completion.

Work authorized by this Zoning Permit must be completed within 12 months of the date of Permit issuance.

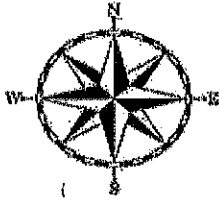
A **Building Permit** may also be required. Please contact Larry C. Frace Inspections LLC at (570)380-0498.

Pennsylvania Act 287 requires excavators, private landowners, contractors, developers, and farmers to call PA One Call at 8-1-1 or (800)242-1772 at least three business days before any kind of digging occurs with power equipment.

Please direct any questions you may have to Briar Creek Township Zoning/Codes Officer Larry Frace at (570)380-0498 or via email to sfrace@fraceinspections.com.

BRIAR CREEK TOWNSHIP SKETCH PLAN

**(FOR APPLICATIONS INVOLVING CONSTRUCTION OF A NEW STRUCTURE OR ADDITIONAL TO
AN EXISTING STRUCTURE)**



THE PLAN DRAWN TO SCALE SHALL INCLUDE:

1. THE ACTUAL DIMENSIONS AND SHAPE OF THE LOT.
2. THE EXACT SIZE AND LOCATION OF EXISTING AND PROPOSED STRUCTURES ON THE LOT.
3. EXISTING AND PROPOSED MAN-MADE AND NATURAL FEATURES (I.e. WATER SOURCES, ROCK OUTCROPS, BUILDINGS, STRUCTURES, SIGNS, TREE MASSES, UTILITY LINES, WELLS, SEWER SYSTEMS, DRAINAGE, ETC.)
4. THE AMOUNT AND LOCATION OF PARKING AND LOADING FACILITIES (IF APPLICABLE).

