

EAST HANOVER TOWNSHIP

LEBANON COUNTY, PENNSYLVANIA

1117 School House Road, Annville, PA 17003

Phone: (717) 865-3614

Zoning Officer (717) 838-1351 office

(717) 821-5422 cell

Zoning Permit Frequently Asked Questions

When do I need a Zoning Permit?

- Zoning permits and all applicable fees shall be required for the following items:
- New structures
- Fences
- Storage Sheds (regardless of size of portability)
- Detached garages (regardless of size)
- Other Accessory structures (Permanent generators, commercial playground equipment, solar panels, outdoor wood burners etc.)
- Change of use of structures
- New Sidewalks and driveways
- Above ground swimming pools (over 24 inches in depth)
- Decks
- Conversion of structures
- Parking lots or parking areas
- Carports
- Mobile home placement
- Signs
- All non-residential construction

How much are the Zoning fees?

Zoning Permit - \$75.00 Base application fee and \$3.00 per \$1,000.00 of the fair market value of the project*

*Fees for zoning permits obtained after the commencement of any activity for which a permit is required shall be three(3) times the amount of the original fee.

Home Occupation Permit - \$75.00

Zoning Hearing Board Appeal - \$700.00 plus all costs in excess of filing fee for legal advertising, legal notification, and stenographic transcription.

Special Exception Requests - \$700.00 plus all costs in excess of filing fee for legal advertising, legal notification, stenographic transcription.

Re-zoning Request - \$700.00 plus all costs in excess of filing fee for legal advertising, legal notification, stenographic transcription.

For matters in which more than one hearing session is held and/or a hearing continuance is requested by applicant, the applicant shall be charged for all additional costs incurred by the Township except legal, technical consultants, or

expert witness (es) and ½ of the court stenographer fee.

Zoning Enforcement and other Administrative actions -	\$65.00 per hour
Zoning Verification Letter -	\$75.00
Copy of the Township Zoning Ordinance -	Free – Available on Township website: www.easthanovertwp.com Printed copy - \$44.00 (176 pages @ .25)

Where can I get a Zoning Permit Application?

You may obtain a Zoning Permit Application by:

- Visiting the East Hanover Township website at <http://www.easthanovertwp.com/forms.php>
- Visiting the Township Office during normal business hours of 8:00am – 12:00 pm Monday through Friday.

What do I do with my complete Zoning Permit Application?

Once you have completed all of the applicable sections of the application you may either drop the application package off at the Township Office during normal business hours. Or you may mail the application package to:

East Hanover Township
Attn. Zoning Officer
1117 School House Rd.
Annville, PA 17003

Please note all zoning application or requests for a zoning verification **must** be filed through the Township Office.

How long will it take until I get my Zoning Permit?

Most applications are reviewed within 7-10 business days. Once the application has been reviewed, a copy of the Zoning Permit placard will either be mailed directly to the applicant or if the project requires a building permit, the placard will be forwarded to the Building Code Department of Light-Heigel and Associates, Inc. and be issued with the building permit.

Who do I contact with questions regarding the Zoning Permit Application or zoning in general?

The Township has hired Ed Wenger of Light-Heigel and Associates to serve as the Zoning Administrator. You may contact Ed at (717) 821-5422 or email him at EWenger@Light-Heigel.com