

**BOROUGH OF CHAMBERSBURG
LAND USE PERMIT APPLICATION**

The undersigned hereby applies for a Land Use Permit to remodel, build or demolish a structure, erect a sign or change the use of a building or lot in the Borough of Chambersburg. A site plan drawing must be included to show all property lines with distances to the proposed work or use area along with the location of all existing buildings on the property. Electric and plumbing plans must be included for new commercial construction and change of use. Change of use must include a floor plan that shows door, window and restroom locations. Sign construction must include a plan showing dimensions, graphical content and site location. It will be the applicant's responsibility to contact Pennsylvania Municipal Code Alliance, the Borough's state-certified third-party code enforcement agency, to obtain a Borough Plumbing Permit, UCC Permit, Certificate of Occupancy or Fire/Sprinkler/Alarm License. There is no fee for a Land Use Permit, however, fees associated with permits issued by Pennsylvania Municipal Code Alliance have been approved by Town Council as listed on the Master Fee Schedule that can be obtained through the Borough website.

Land Use Permit Application Return To:
Borough of Chambersburg
100 South Second Street
Chambersburg, PA 17201
Phone 717-251-2417 Fax 717-264-0224
Website: chambersburgpa.gov

Third-Party Code Enforcement Services:
Pennsylvania Municipal Code Alliance
1013 Wayne Avenue
Chambersburg, PA 17201
Phone 717-496-4996 Fax 717-446-0586
Website: pacodealliance.com

PART 1 – TO BE COMPLETED BY APPLICANT (PLEASE PRINT)

Address Where Work Is Being Done _____
 Property Owner's Name _____
 Contact Person's Name _____
 Contact Person's Address _____
 Contact Person's Phone Number _____ Email Address _____
 Contractor Name _____ Phone Number _____
 Type Of Project: New _____ Addition _____ Demolition _____ Interior Commercial _____ Sign _____
 Type Of Land Use _____ Business Name _____
 Provide Detailed Description Of Project _____

 Lot Size _____ Square Feet/Acres Parking Spaces _____
 Building Dimensions _____ Height _____ Estimated Cost _____
 Property Owner's Signature _____ Date _____

PART 2 – TO BE COMPLETED BY BOROUGH OF CHAMBERSBURG

Permit Granted Yes _____ No _____ Date _____
 Reason for Denial _____
 Customer Service _____ Comments _____
 Electric _____ Comments _____
 Gas _____ Comments _____
 Public Works _____ Comments _____
 Planning/Zoning _____ Comments _____
 Stormwater _____ Comments _____
 Water/Sewer _____ Comments _____
 Borough New Utility Service Account Required Yes _____ No _____
 Borough Electric Permit Required Yes _____ No _____
 Net Metering Interconnection Application Required Yes _____ No _____
 Borough Land Use Occupancy Permit Required Yes _____ No _____
 Borough Retail Food Facility License Required Yes _____ No _____
 Borough Drainage Plan Required Yes _____ No _____
 Borough Plumbing Permit Required Yes _____ No _____
 DEP Approved Sewage Planning Module Required Yes _____ No _____
 PMCA Fire/Sprinkler/Alarm License Yes _____ No _____
 PMCA UCC Permit Required Yes _____ No _____
 PMCA Certificate of Occupancy Required Yes _____ No _____