

852 Village Road, PO Box 237, Lampeter, PA 17537

Phone: 717-464-8019

Fax: 717-464-5047

Residential Building / Zoning Permit Application

- Dwelling Addition / Renovation Demolition Finished Basement Garage/Shed
- Deck Fence Patio Driveway Electrical HVAC Plumbing
- Hot Tub Pool (___ Above Ground ___ In-Ground) Home Occupation
- Ag Building Change of Use Other: _____

Project Description: _____

Applicant Name: *(Print Clearly)* _____

Project Address: _____ City _____ State _____ Zip _____

Mailing Address: _____ City _____ State _____ Zip _____

Contact Phone #: _____ Email: _____ Fax #: _____

Lot # (if applicable) _____ Tax Map # _____ Project Cost: _____

Zoning District _____ ZHB Action/Decision Date _____ Project Square Feet _____

Homeowner's Assoc. Approval (letter) **Y N** Historic Structure **Y N** Floodplain **Y N** Recorded LD **Y N**

Contractor Information (see attached)

Contractor must provide a Certificate of Insurance listing West Lampeter Township as the certificate holder.

Contractor: _____ Workers Compensation Insurance: Yes No*

Federal ID# _____ * Attach notarized exemption form

Owner Information: (if different from applicant)

I am the owner of this property and I am assuming all insurance responsibilities for this permit.

Owner Name: _____ Phone # _____

Property Owner's Address: _____ City _____ State _____ Zip _____

The following documents must be submitted with all applications:

- ❖ **Two** complete paper sets of detailed site plans as noted on Page 4 and **impervious cover** of buildings, including walkways and driveways.
- ❖ **Two** complete paper sets of RESIDENTIAL building construction plans.
- ❖ Water, sewer and highway permits must also be submitted if required.

Township Code Official may enter a building, structure or premises during normal business hours or at a time agreed to by owner or owner's agent to perform inspections or to enforce the Uniform Construction Code.

Signature of Applicant

Date

STORMWATER MANAGEMENT

230 Attachment 1

Township of West Lampeter

APPENDIX A-1 EXEMPTION APPLICATION-
Projects Less than 1,000 New Impervious

Date Received _____ Permit Number _____ Tax Map # _____

Project Street Address: _____

Owner's Name: _____

Signature: _____

Phone#/Fax #/Email: _____

Person/Firm to be completing work: _____

Phone#/Fax #/Email: _____

Proposed Activity:

Are you removing existing impervious as part of this project?

No

Yes, Total area of existing impervious to be removed _____ sq. ft.

Removal of ground cover, grading, filling, or excavation of an area (1,000 square feet or less)

• Total area of land disturbance: _____ sq. ft.

Type of Regulated Activity (check all that apply): Removal of ground cover,

Grading, Filling, Excavation, Other earth disturbance activity (please describe)

Addition of Impervious Surface (1,000 square feet or less)*

• Total new impervious surface proposed _____ sq. ft.

Type of new impervious surface: driveway, shed, garage, deck, walkway, pool

other (please describe) _____

** All new impervious is counted from July 1, 2014.*

Check all items below that will be impacted by the project:

Floodplain

Wetlands

Slopes greater than 15%

Known bedrock within 6 ft of the ground surface

Riparian Forest Buffer

Natural water flow paths (creeks, streams, ponds, swales, etc.)

Existing known stormwater problem areas

Downstream property owners

Site Plan

Provide a site plan of the proposed additional impervious area or land disturbance. Show existing impervious surfaces.

<p>Official Use Only Review/Approval _____ Date _____ Comments:</p>
--

Permit # _____

Contractor Information

General Contractor

General Contractor _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____ Mobile _____

Framing Contractor

Framing Contractor _____ Contract # _____
Scope of Work _____

Electrical Contractor

Electrical Contractor _____ Contract # _____
Scope of Work _____

Plumbing Contractor

Plumbing Contractor _____ Contract # _____
Scope of Work _____

Heating Contractor

Heating Contractor _____ Contract # _____
Scope of Work _____

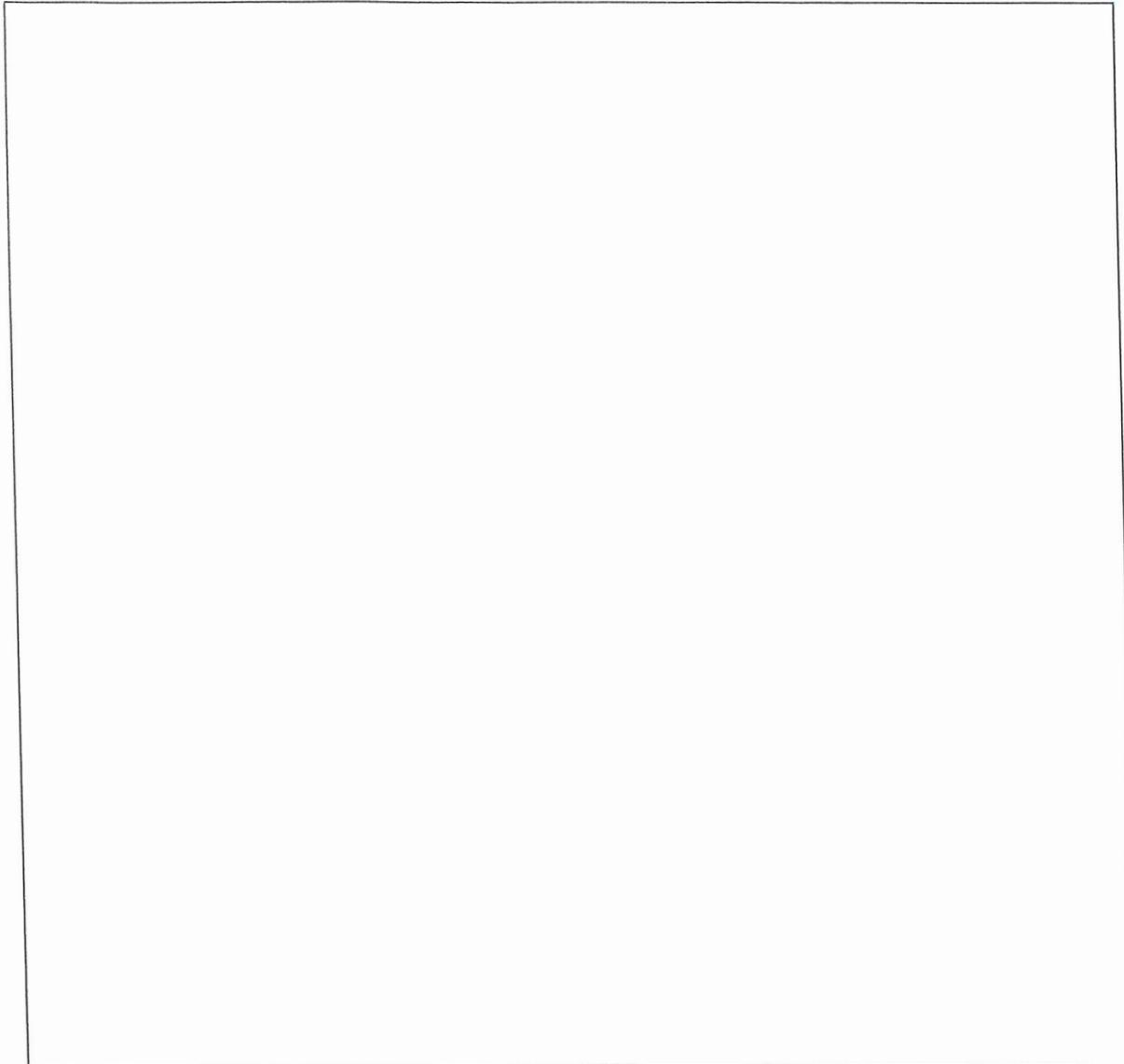
Foundation Contractor

Foundation Contractor _____ Contract # _____
Scope of Work/Type of Work _____

Permit # _____

PLOT PLAN

A plot plan showing the lot size, existing and planned structures, existing and planned driveways and parking areas, interior and exterior storage areas, and all significant features such as flood plains, wetlands, easements, and drainage ways shall be submitted with this application. Until a plan is submitted, this application shall not be considered complete and shall not be processed.



Please **show** the following on the Plot Plan:

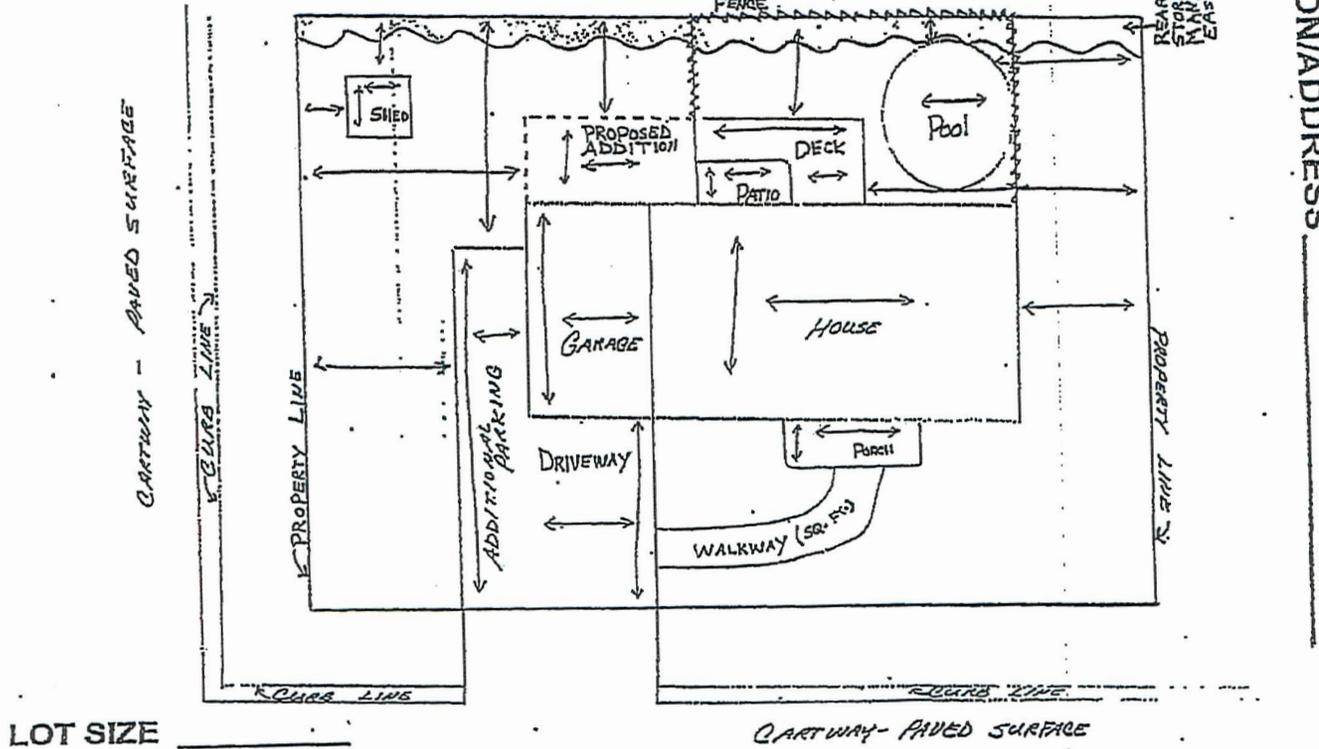
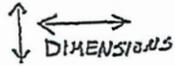
1. Size of the Lot - _____ Acres or Square Feet
2. Location of existing and proposed structures (include setback measurements)
3. Street and driveway location
4. **MANDATORY** - List Impervious Surfaces - Any area of your lot covered with a layer of material so that it is highly resistant to infiltration by water. Surfaces with materials such as gravel or stone are still considered impervious. List in Square Feet.
House _____, Walkways _____, Decks/Patios _____, Shed _____,
Driveway _____, Other _____

BUILDING PERMIT PLOT PLAN REQUIREMENTS

PLEASE PROVIDE A COMPLETE PLOT PLAN, USING THIS PLAN AS A GUIDE ONLY, SHOWING THE FOLLOWING INFORMATION:

1. DIMENSIONS OF ALL STRUCTURES ON THE LOT, INCLUDING DRIVEWAY WIDTH & LENGTH TO ROW LINE
2. DISTANCE OF ALL STRUCTURES ON THE LOT FROM FRONT, SIDE AND REAR PROPERTY LINES
3. LOCATION & DIMENSIONS OF ANY EASEMENTS OR ROW'S
4. DIMENSIONS OF THE LOT - LENGTH & WIDTH

SAMPLE ONLY



LOCATION/ADDRESS _____

LOT SIZE _____

CARTWAY - PAVED SURFACE

Developing a public education and outreach program is required by the NPDES permit that authorizes stormwater discharges from the Township's stormwater system. As such, the Township seeks to "implement a public education program to distribute educational materials to the community, or conduct equivalent outreach activities about the impacts of stormwater discharges on local water bodies and the steps that can be taken to reduce stormwater pollution; and determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure".

Stormwater Management

Program Goals:

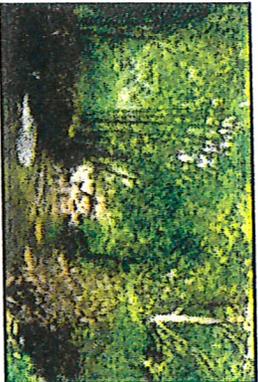
- Increase knowledge of stormwater and stormwater pollutants.
- Describe why they are harmful to water quality and quality of life.
- Identify existing stormwater conveyance system and how they play a key role in water quality issues.
- Identify how individual decisions made at home affect water quality.
- Demonstrate what behaviors the public can take to improve water quality.

A Stormwater Management Plan is required for all regulated activities, unless preparation and submission is specifically exempted, or the activity qualifies as a small project.



Stormwater Runoff in West Lampeter Township drains to the Conestoga River, the Mill Creek, and the Pequea Creek.

These streams all drain to the Susquehanna River, and ultimately to the Chesapeake Bay.



Stormwater Management for Homeowners



Rain Barrels



Pervious Paving



Rain Gardens

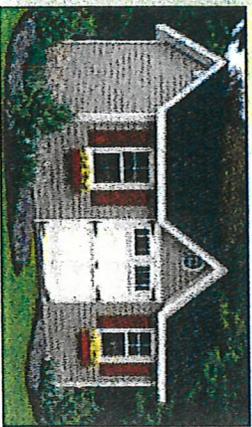
West Lampeter Township

852 Village Road, PO Box 237
Lampeter, PA 17537
717-464-8019

Kara M. Kalupson, RLA
Stormwater Management Coordinator
kara@westlampeter.com

Stormwater Plan Exemptions

- Agricultural activity: producing crops and raising livestock.
- Forest Management / Timber Operations.
- Conservation Practices installed on a farm if approved by NRCS.
- Less than 1,000 SF of impervious coverage proposed after May 12, 2014.
- Domestic landscaping/gardening.



Stormwater Small Projects

Projects proposing between 1,001 SF–5,000 SF of new impervious area can submit a Small Stormwater Project application.

- Calculate the total volume of stormwater required to be managed.
- Take credit for areas that can be disconnected.
- Select appropriate Best Management Practices (BMPs) to control stormwater.

Common Stormwater BMPs

The following BMPs reduce the total volume of stormwater that flows into the storm sewer system.

- **Planting PA native deciduous and/or evergreen trees and shrubs.** Vegetation absorbs stormwater and provides habitat/food for native wildlife species.
- **Rain Gardens:** Direct stormwater runoff from driveways/roottops/patios into a “depressed” garden of native shrubs and perennials. The vegetation absorbs stormwater and provides habitat/food for native species.
- **Cisterns and Rain Barrels:** Collect rainwater and use it to water your lawn and gardens during dry spells.
- **Stone Infiltration Beds:** Direct flow from rooftops/driveways/patios into a stone-filled trench. Water slowly infiltrates into the ground to replenish ground water supplies.



Stone Infiltration Trench

Maintenance of Stormwater Facilities:

In order to keep stormwater BMPs functioning properly, perform the following tasks:

- Remove accumulated sediment and debris from rain gardens regularly. There should be no standing water in the rain garden after 3 days.
- Keep rain barrels/cisterns covered to prevent mosquito breeding. Empty prior to winter to protect from freezing.
- Prevent sediment/debris from entering stone infiltration areas.

Lawn and turf grass is the largest “crop” grown in the Chesapeake Bay Watershed comprising more than 3.8 million acres or 9.5% of the total land area.

Negative impacts to water quality include excessive fertilizer and pesticide application, water use, grass clipping disposal, energy use from mowing.

Remove a portion of your lawn and plant a meadow, flowers, shrubs, and trees.



West Lampeter Township's Stormwater Management Program Goals:

- o Reduce the discharge of stormwater pollutants to the maximum extent practicable (MEP).
- o Protect water quality
- o Satisfy the appropriate water quality requirements of the Clean Water Act.

What is Stormwater Pollution?

"Polluted storm water runoff is often transported to municipal separate storm sewer systems (MS4s) and ultimately discharged into local rivers and streams without treatment. EPA's Stormwater Phase II Rule establishes an MS4 stormwater management program that is intended to improve the Nation's waterways by reducing the quantity of pollutants that stormwater picks up and carries into storm sewer systems during storm events. Common pollutants include oil and grease from roadways, pesticides from lawns, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers, and plastic bottles. When deposited into nearby waterways through MS4 discharges, these pollutants can impair the waterways, thereby discouraging recreational use of the resource, contaminating drinking water supplies, and interfering with the habitat for fish, other aquatic organisms, and wildlife".

EPA 833-F-00-002 January 2000 (revised December 2005) Fact Sheet 2.0



Stormwater Runoff in West Lampeter Township drains to three surface water systems:

- o The Conestoga River
- o The Mill Creek
- o The Pequea Creek

These streams all drain to the Susquehanna River, and ultimately to the Chesapeake Bay.



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Email: kara@westlampeter.com

www.westlampeter.com

West Lampeter Township

Construction Site Runoff Control



Construction Site Runoff Control Program Goals:

1. Develop regulatory mechanisms to require, inspect, and enforce proper erosion and sediment (E&S) and waste controls.
2. Eliminate all instances of stormwater pollution occurring from active construction sites.



- Maintain a construction site inventory to manage inspection and enforcement activity.

- Require construction site operators to select, install, implement and maintain stormwater control measures to comply with all local, state, and federal regulations.

- Require construction site operators to design, install and maintain effective E&S controls to minimize the discharge of pollutants according to all local, state and federal regulations.

- Establish procedures to handle complaints generated by the general public on instances of active erosion.

- Attend annual trainings to stay current with evolving rules and regulations, and encourage local contractors to participate.

As of January 1, 2015 West Lampeter Township will begin to levy fines on contractors if a pollution event is observed during a routine inspection.

Responsibilities of the Stormwater Management Coordinator:

To supplement the regular activities of Lancaster County Conservation District staff, the Stormwater Management Coordinator will perform the following tasks:

- Attend all pre-construction meetings, and track construction activity.
- Perform site inspections each time it rains more than 0.5" in a 24-hour period.
- Develop a list of active construction sites.
- Ensure that contractors understand township requirements, inspection schedules, enforcements, and penalties.

Program Objectives

- Enforce ordinance requirements that regulate stormwater discharge, erosion, sedimentation, and waste disposal during all construction activities.
- Enforce ordinances that outline the inspection and enforcement schedules for construction activity, including appropriate sanctions.
- Develop procedures to consider potential water quality impacts during the plan review process.



Be a partner in our efforts to protect Local Water Quality

**West Lampeter Township
Workers' Compensation
Insurance Exemption**



Contractor Name: _____

Contractor Company: _____

Mailing Address: _____

Federal or State Employer Identification Number: _____

Phone #: _____ Date: _____

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons as indicated below:

- Contractor with no employees
- Religious exemption under the Workers' Compensation Law

Signature

Subscribed and sworn to before me this
____ day of _____, 20____

Notary (Seal)

WEST LAMPETER TOWNSHIP
852 VILLAGE ROAD, BOX 237
LAMPETER, PENNSYLVANIA 17537-0237
717-464-3731 FAX-717-464-5047



PLUMBING SYSTEM FORM FOR NEW RESIDENTIAL CONSTRUCTION

Public Water Service Size and Type of Pipe

OR

Private Well Pump/Pressure Tank Sink and Type of Pipe

Water Distribution Piping Type and Branch Size at the Lowest Floor Level

Water Distribution Piping Type and Riser Size to the Highest Floor Level

Plumbing Fixture List

Basement

1st Floor

2nd Floor

Water Heater Size and Energy Source _____

NOTE: ALL COMBUSTION AIR MUST COME FROM THE OUTSIDE

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MECHANICAL SYSTEM FORM FOR NEW RESIDENTIAL CONSTRUCTION

Heating Equipment Manufacturer and Model/Size _____

Cooling Equipment Manufacturer and Model/Size _____

- Submit building loads calculated in accordance with ACCA Manual J or Approved Method
- Combustion air from the outside into an insulated/sealed mechanical room **OR**
- Combustion air from outside into sealed combustion appliance

Gas Piping Sizing

Pipe size and length from Main branch entry to 1st appliance _____
1st appliance type and size input (BTU) _____

Pipe size and length from 1st appliance to 2nd appliance _____
2nd appliance type and size input (BTU) _____

Pipe size and length from 2nd appliance to 3rd appliance _____
3rd appliance type and size input (BTU) _____

Pipe size and length from 3rd appliance to 4th appliance _____
4th appliance type and size input (BTU) _____

Pipe size and length from 4th appliance to 5th appliance _____
5th appliance type and size input (BTU) _____

Pipe size and length from 5th appliance to 6th appliance _____
6th appliance type and size input (BTU) _____

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ELECTRICAL SYSTEM FORM FOR NEW RESIDENTIAL CONSTRUCTION

Power Company Connection Number _____

Amperage of Service _____ Type of Service: Underground Overhead

Number of Lighting Circuits Provided _____

Panel Schedule – Indicate circuit destination, amperage, AFCIs, and GFCIs.

1		2	
3		4	
5		6	
7		8	
9		10	
11		12	
13		14	
15		16	
17		18	
19		20	
21		22	
23		24	
25		26	
27		28	
29		30	
31		32	
33		34	
35		36	
37		38	
39		40	

Residential Energy Code Duct Leakage Verification Form

Project Address: _____ Permit #: _____

Builder/Owner: _____ Builder/Owner Phone Number: _____

Unless all ducts are located within conditioned space, one of the following must be verified (indicate one):

- The air handler and all ducts are located completely within conditioned space. Testing is not required. Builder/Owner signature required below.
- Rough-in total duct leakage with air handler installed is ≤ 6 cfm per 100 ft² @25 Pa
- Rough-in total duct leakage without air handler installed is ≤ 4 cfm per 100 ft² @25 Pa
- Post-construction duct leakage to outdoors is ≤ 8 cfm per 100 ft² @25 Pa
- Post-construction total duct leakage is ≤ 12 cfm per 100 ft² @25 Pa

Duct leakage testing exception:

I _____ certify that the air handler and all ducts are located completely within conditioned space.

Signature: _____

Date: _____

Duct leakage test result:

Square footage of conditioned floor area served by HVAC system: _____ ft²

Tested leakage rate: _____ cfm₂₅

Formula: $\text{cfm}_{25} \times 100 / \text{ft}^2$ of conditioned floor area served = Duct Leakage Result

_____ cfm₂₅ x 100 / _____ ft² of conditioned floor area = _____ cfm per 100 ft² @25 Pa

Pass Fail

Testing company name: _____

Test date: _____

A duct leakage test has been performed on the HVAC system for the location above, and the duct system meets the minimum leakage requirements outlined in the 2009 International Energy Conservation Code/Chapter 11 of the 2009 International Residential Code/Pennsylvania's Alternative Residential Energy Provisions.

Signature: _____

Date: _____

Find a certified professional: <http://pennenergycodes.com/energyexperts/>
<http://www.nehers.org/find-hers-rater>
<http://www.bpihomeowner.org/find-a-contractor>