



Code Enforcement Department

2280 Lincoln Way
 White Oak, PA 15131
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Zoning Permit / Certificate Application

A Zoning Certificate application is required by the Borough of White Oak anytime a property is altered, a structure is erected or altered or when a change in use of a property occurs. A zoning review ensures that all provisions of the zoning ordinance are complied with for the proposed project or use.		
Required Information for complete submission		
Fully completed and signed application Site plan or survey to include: Location and dimensions of lot, location and dimensions of all existing and proposed buildings and structures including sheds, fences, etc., distance of proposed building or structure from the front, side, and rear property lines. All driveways and accesses to the property. Include plans or drawings for any structures including information for sheds, fences and signs.		
Applicant Information		
Name:		
Address:		
Daytime phone:	Cell phone:	Email:
Address of work location:		Lot & Block:
Current use of the property:		
Does the use of the property remain the same? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no please explain below</i>		
Type of Project		
<input type="checkbox"/> New Construction *	<input type="checkbox"/> Sign * ◊	
<input type="checkbox"/> Addition *	<input type="checkbox"/> Driveway	
<input type="checkbox"/> Deck *	<input type="checkbox"/> Fence Type:	
<input type="checkbox"/> Shed *	<input type="checkbox"/> Swimming pool above ground *	
<input type="checkbox"/> Parking lot	<input type="checkbox"/> Swimming pool in ground *	
<input type="checkbox"/> Garage *	<input type="checkbox"/> Change of use:	
<input type="checkbox"/> Other		
* May require a building permit application		◊ Sign permit application required
Project Information		
Description of project or use:		
Square footage of project:	Height of project:	Total project cost:

CONTINUED ON REVERSE

Contractor	
Name:	Phone:
Contact:	E-Mail:
Address:	
PA Home Improvement Contractor Registration Number:	
Note: A copy of the contractor's workers' compensation certificate must be filed with this office in order to receive a Zoning Permit or Building Permit. Additionally, a copy of the contractor's Pennsylvania Home Improvement Contractor License must be filed with this office in order to receive a Building Permit.	
Additional Information	
Acknowledgement	
I hereby certify that the proposed work is authorized by the owner of record and that I am said owner or that I have been authorized by the owner to make this application as his authorized agent* and I/we agree to abide by the Zoning Code of the Borough of White Oak and to conform to all applicable ordinances, regulations, and laws of the Municipality and the state of Pennsylvania.	
* Property owners' notarized authorization will be required.	
Applicant Signature:	Date:

INCOMPLETE APPLICATONS OR OBSOLETE FROMS WILL BE REJECTED

For Borough Use Only			
<input type="checkbox"/> R-1 Residence	<input type="checkbox"/> R-2 Residence	<input type="checkbox"/> R-3 Residence	<input type="checkbox"/> R-4 Residence
<input type="checkbox"/> C-1 Commercial	<input type="checkbox"/> C-2 Commercial	<input type="checkbox"/> I-1 Light Industrial	<input type="checkbox"/> I-2 Industrial
<input type="checkbox"/> Transitional Zone	Property located in an identified floodplain <input type="checkbox"/> No <input type="checkbox"/> Yes Zone:		
Date Received:	Application Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date:	
Comments:			
Application Status			
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date:	Certificate No.:
Reason Denied:			
Zoning Officer: X			
Payment Information			
Total: \$	Paid: <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check/MO #		Receipt #