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
jfoose@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 _____