

Obtaining a Permit to Build or Install a Shed or Detached Structure

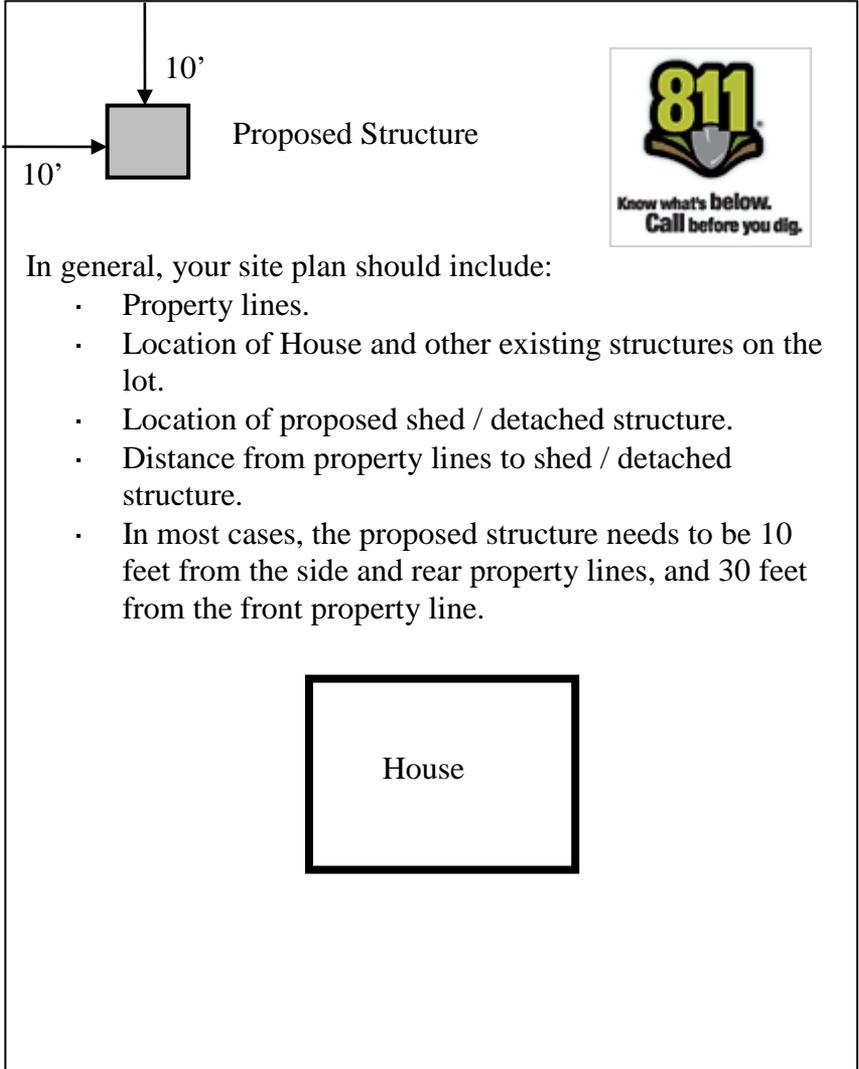
Greater than 1,000 square feet

In Logan Township



A How To Guide - #8

Drawing a Site Plan



In general, your site plan should include:

- Property lines.
- Location of House and other existing structures on the lot.
- Location of proposed shed / detached structure.
- Distance from property lines to shed / detached structure.
- In most cases, the proposed structure needs to be 10 feet from the side and rear property lines, and 30 feet from the front property line.

Roadway

Steps to Obtaining a Zoning and Building Permit for a Shed or Detached Structure greater than 1,000 square feet

1. Pick up a Zoning and Building Permit application and Building Permit Application Submittal Requirements Checklist (Detached Structures over 1,000 square feet) from the second floor of the Township Municipal Building or print them from the Township's website: www.logantownship-pa.gov under applications and forms.
2. Complete numbers 1-14 on the application.
3. Sign the third page.
4. Draw a site plan of your property on the back of the application, or on a separate sheet of paper – see opposite page for an example.
5. Following the checklist, provide a drawing and details of how the building will be constructed, including footer, foundation, etc...
6. Return the application, checklist, and three copies of the drawings, to the Township in person, or by mail.
7. Wait for a phone call indicating that your permit is ready – usually a week. State law gives us 15 business days to review the permit, but the turnaround time is usually less.
8. Pickup and Pay for your permit. The fee is \$75.00 plus the cost of the building permit and inspections.
9. Call 811 before you dig.
10. Start building. Make sure to call for the appropriate inspections.

Notes:

- In residential zones, the shed / detached structure cannot be on a separate lot. It must be on the same lot as the house.
- In residential zones, the shed / detached structure cannot be used for business purposes.

Questions??????

Call us at 814-944-5349

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Prepared for Our Residents

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