

# Chartiers Township

2 Buccaneer Drive  
Houston, PA 15342  
(724) 745-3415  
Fax (724) 745-1744

**2026 Zoning Permit Fee \$25**  
Fee to be paid at time of issuance of permit  
No fee if issued with building permit

## Zoning Permit Application

All applications and fees must be submitted directly to the  
Chartiers Township Planning Department located at 2 Buccaneer Drive, Houston, PA 15342

Questions or comments may be directed to [planning@chartierstp.com](mailto:planning@chartierstp.com) or by calling 724.745.3415

### CHECK THE APPLICABLE BOX:

Shed  Garage  New Dwelling  Addition  Deck  Fence  Other

### APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship to Property:  Owner  Tenant  Authorized Agent

If applicant is not the property owner, attach written authorization from the owner.

### PROPERTY INFORMATION

Property Address: \_\_\_\_\_

Washington County Parcel ID : \_\_\_\_\_ (leave blank if unknown)

Lot Size: \_\_\_\_\_ (sq ft / acres)

Existing Use of Property: \_\_\_\_\_

(Examples: residential, rental property, commercial, agricultural, industrial)

### PROPOSED STRUCTURE INFORMATION

Complete this section for Shed, Garage, Dwelling, Addition, Deck and Other structures

Type of Structure: \_\_\_\_\_

Proposed Dimensions: \_\_\_\_\_ (L) × \_\_\_\_\_ (W)

Height: \_\_\_\_\_

Total Floor Area: \_\_\_\_\_ sq ft

Setbacks From Property Lines (Proposed) *Must also be shown on site/plot plan*

Front: \_\_\_\_\_ ft Rear: \_\_\_\_\_ ft

Side (Left): \_\_\_\_\_ ft Side (Right): \_\_\_\_\_ ft

Description of proposed work: \_\_\_\_\_

\_\_\_\_\_

**FENCE (Complete this section for fences only)**

Height of Fence: \_\_\_\_\_ Type of Fence\*: \_\_\_\_\_

Setbacks From Property Lines (Proposed) Must also be shown on site/plot plan.

Front: \_\_\_\_\_ ft      Rear: \_\_\_\_\_ ft

Side (Left): \_\_\_\_\_ ft      Side (Right): \_\_\_\_\_ ft

\*Attach Brochure/include description of fence

**APPLICANT CERTIFICATION**

I hereby certify that the information contained in this application and accompanying documents is true and correct to the best of my knowledge. Property owner is responsible for location of property lines and any property lines disputes relative to permit issuance are a private property matter. The applicant and property owner are responsible for compliance with all Township Ordinances, including any changes to stormwater (Stormwater Ordinance Chapter 293) and grading (Grading Ordinance Chapter 159).

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**ATTACHMENTS**

- Site Plan / Plot Plan (drawn to scale) **REQUIRED FOR ALL APPLICATIONS**  
Site plan must show property lines and dimensions from proposed work to the property lines. Property owner is responsible for proper location of property lines.  
Note: Survey is not required but is recommended.
- Owner Authorization Letter or Signature
- Building Permit Application (if applicable)
- Plans/Specifications/Brochure (if applicable)

**ZONING OFFICER REVIEW (Office Use Only)**

Zoning District  A-1  R-1  R-2  C-1  C-2  I-1 County Parcel ID \_\_\_\_\_

Zoning Compliance:  Approved  Denied  Incomplete

Comments / Conditions:

\_\_\_\_\_  
\_\_\_\_\_

Township Signature: \_\_\_\_\_ Date: \_\_\_\_\_