RESIDENTIAL DRIVEWAY GUIDELINES  
WHITEHALL TOWNSHIP  
REVISED APRIL 2023

PERMITS ARE REQUIRED for all new installations, extensions, and/or replacements of driveways. Please fill out the building permit application which can be found under the Building Codes section of the Forms and Documents tab on our website.

PLEASE NOTE: Driveway surfaces are to be of an approved impervious pavement surface (i.e., concrete, pavers, asphalt). Loose stone or gravel is not permitted. A curb and sidewalk permit may also be required if the apron is affected. Note that all concrete aprons must be replaced with concrete.

- All driveways must conform to § 27-110 of the zoning ordinance. Found online at [www.whitehalltownship.com](http://www.whitehalltownship.com) on “Code of Ordinances” tab – Chapter 27: Zoning
- Driveways for residential dwellings must be not less than 35’ from an intersection and cannot exceed 40’ in width at the curb line.
- All driveways must maintain additional setbacks (greater than 35’) when located near the intersection of collector or arterial streets.

Any questions, please contact the Zoning Officer at 610-437-5524 Ext. 1155

NO WORK SHALL BE PERMITTED WITHOUT REQUIRED TOWNSHIP APPROVALS

Permit Application MUST Include:
- Estimated cost of construction
- Dimensions/size of driveway
- Type of pavement materials
- Indicate whether the driveway is new or existing. If extending an existing driveway, please indicate that as well.
- A detailed site plan. Please see example below.

- PLAN MUST SHOW ALL EXISTING STRUCTURES (i.e. shed, deck, pool, garage, fence, etc.)
Locaton of Proposed Work or Improvement

Zoning District: ________________

Site Address: _____________________________ Tax Parcel #: ________________

Lot #: __________ Subdivision/Land Development: ________________ Phase: __________ Section: ________________

Owner: __________________________ Email: __________________________ Phone #: ________________

Mailing Address: __________________________ __________________________ Phone #: ________________

Occupant/Tenant: __________________________ Email: __________________________ Phone #: ________________

Mailing Address: __________________________ __________________________ Phone #: ________________

Contractor: __________________________ Email: __________________________ Phone #: ________________

Mailing Address: __________________________ __________________________ Phone #: ________________

Architect: __________________________ Email: __________________________ Phone #: ________________

Mailing Address: __________________________ __________________________ Phone #: ________________

Type of Work or Improvement (Check One)

□ New Building □ Addition □ Alteration

□ Repair □ Demolition □ Temporary Trailer □ Sprinkler □ Other (Shed, Driveway, Fence, etc.)

Describe the proposed work: __________________________ __________________________

___________________________________________________________________________________________

NOTE: If setting up a manufactured home, the following number is also REQUIRED.

* MANUFACTURED HOUSING BOARD LICENSE # __________________________

Estimated Cost of Construction (reasonable fair market value) $ ________________

Description of Building Use (Check One)

RESIDENTIAL

□ One-Family Dwelling (R-3) □ Two-Family Dwelling (R-3) □ Multi-Family (R-2) □ Hotels (R-1)

NON-RESIDENTIAL

Specific Use: __________________________ Use Group: __________________________

Change in Use □ YES □ NO If yes, Indicate Former: __________________________

Maximum Occupancy Load __________________________ Maximum Live Load __________________________

Building/Site Characteristics

Number of Residential Dwelling Units: __________________________ Existing __________________________ Proposed __________________________

Mechanical: Indicate Type of Heating / Ventilating / Air Conditioning (i.e. electric, gas, oil, etc.) __________________________

Water Service: (Check) □ Public □ Private

Sewer Service: (Check) □ Public □ Private

Does or will your building contain any of the following:

□ YES □ NO Lifts/Moving Walks: □ YES □ NO

□ YES □ NO Pressure Vessels: □ YES □ NO

□ YES □ NO Refrigeration Systems: □ YES □ NO
### BUILDING DIMENSIONS
- Existing Building Area: _________ sq. ft.
- Proposed Building Area: _________ sq. ft.
- Total Building Area: _________ sq. ft.
- Number of Stories: ___________________
- Height of Structure Above Grade: _________ ft.
- Area of the Largest Floor: _________ sq. ft.

### FLOODPLAIN

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the site located within an identified flood prone area?</td>
<td>☐ YES</td>
<td>☐ NO</td>
</tr>
<tr>
<td>What Zone?</td>
<td>☐ X</td>
<td></td>
</tr>
<tr>
<td>Will any portion of the flood prone area be developed?</td>
<td>☐ YES</td>
<td>☐ NO</td>
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</tbody>
</table>

Owner/Agent shall verify that any proposed construction activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3 (d). Fair Market Value of Structures $________________________

****Start of work must commence within 180 days from the issuance of permit ****

### PROPERTY OWNER CERTIFICATION

I, the owner/lessee of the property subject of this building permit do hereby acknowledge that it is my sole responsibility to be certain the exact location of my property lines, as well as any Flood Hazard areas, other covenants, deed restrictions, easements or rights of way encumbering same (as shown on my deed); and by submitting this permit application am certifying that all proposed construction will be in accordance to all required setbacks, based upon my property location.

PROPERTY OWNER SIGNATURE ☐ X ______________________ PRINT NAME ______________________

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the “approved” construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner or lessee of the building or structure only if there is no contractor involved, or agent of either, or by the registered design professional employed in connection with the proposed work.

I certify that the code administrator or the code administrator’s authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

X _________________

SIGNATURE of Property Owner

Print Name of Property Owner

X _________________

SIGNATURE of Authorized Agent/Contractor

Print Name of Authorized Agent/Contractor

________________________

Contractor Address

________________________

Date

Directions to Site: ______________________________________________________