

UNION TOWNSHIP - ZONING INFORMATION

NEW ZONING PERMIT APPLICATION PROCEDURES

1. Commencing on _____, 2023, the Township will be utilizing the services of our Township Engineer, Steckbeck Engineering and Surveying, as the new ZONING OFFICER.
2. NEW E-MAIL ADDRESS FOR ZONING OFFICER:

unionlebanon.zoningofficer@gmail.com

All applicants are requested to fill out the upper half of the form, send it to this e-mail address along with a site sketch and other supporting documents. **NO PERMIT FEE is required for the initial submittal.** The Zoning officer will download and print your application, review it, fill out the balance of the form and return it to you. Zoning officer will tell you the amount of the permit fee, with instructions to mail the fee directly to the Township office. You may also hand deliver the fee to the office at your convenience.

3. The Zoning Application process is being streamlined for simplicity, speed and cost savings. It is intended to benefit the land owner, the applicant, and the zoning officer.
4. There is no need for a meeting between the property owner and zoning officer in order to obtain a permit. There is no need for the zoning officer to come to your property for you to show him/her your proposed project. Most permits can be handled this way.
5. For complicated or confusing projects, the Zoning Officer will meet with a property owner or applicant, but by appointment only. At this time, there will be no regular office hours.
6. The Zoning Office is available to answer questions about this new process, or to give you guidance on the Zoning Ordinance or your ideas for use of your property. You can call him at:

(717) 269 – 1530

Evenings or weekend calls are welcome. If Zoning Officer is busy, leave a message and he will call you back at his earliest convenience.

NEW BUILDING PERMIT PROCEDURES

7. Union Township will no longer be receiving building permit applications, nor performing reviews nor collecting fees.
8. Commonwealth Code Inspections Services in Manheim, PA is the Building Code Official for all projects in Union Township.
9. Commonwealth Code has a website which contains contact information, application forms, procedures to follow, and fees to be charged. Visit the Commonwealth website for all building permit matters:

codeservices.net