

UPPER FAIRFIELD TWP
4090 RT 87 HWY
MONTOURSVILLE, PA. 17754

INSTRUCTIONS FOR ZONING AND CONSTRUCTION PERMIT APPLICATIONS

Fill out both applications completely.

These applications cover everything, some sections may not apply to your project.

Make sure all the set back distances are filled in on section 4 of zoning permit. They must be measured accurately.

One set of plans of the project are required with your construction permit application.

FEES:

Township application fee: \$35.00
Codes application fee, if applicable: \$25.00
plus \$1.00 for every \$1,000.00 spent on project.

Example: A new home addition - Zoning application \$35.00 + codes application \$25.00 + cost of construction \$80,000.00 = \$35.00 + \$25.00 + \$80.00 = \$140.00 total.

MAIL both applications along with check made payable to Upper Fairfield Township to:

**JAMI NOLAN, ZONING OFFICER
1799 KEHRER HILL RD
MONTOURSVILLE PA 17754**

Applications not filled out correctly will be sent back and delay your permit. Any questions, please call Jami Nolan at 570-435-3633.

After township permit is issued you still need your building permit from Central Keystone COG, additional fees will apply. Contact information:

Central Keystone COG
1610 Industrial Blvd
Lewisburg PA 17837
Phone: 877-457-9401 or 570-522-1326
Fax: 570-5221327