

DALLASTOWN BOROUGH

Procedures for Securing a Shed Permit

Shed Height and Location

- A shed is considered an accessory building to the principal structure. It must be located in the side and / or rear yard behind the front wall of the house and the max allowable height is 25 ft or two stories.
- The shed must be a min 3 feet from a side property line and 5 feet from the opposite property line if the shed extends across the entire rear yard and a min of 10 feet from the rear property line.

Property Information

- Determine which zoning district your property is located. The RO district allows up to 45% of lot cover and the RT district allows up to 60% of impervious lot cover.
- Measure all existing impervious cover on the property and document them on a sketch to be submitted with permit application. Impervious includes the house, any walkways (do not include the sidewalk abutting the street), driveways, swimming pools, etc. Add up the square footages and divide by the lot area - that will be your percentage of existing impervious.
- Draw the proposed shed location on the sketch (indicating distance from lot lines) and add this area to the existing. Calculate the new cover and compare to the allowable for the zoning district you reside in.

Stormwater Management Options

- The Borough has an adopted stormwater ordinance that requires all new impervious to either install a managed stormwater project or the option to pay a fee in lieu of. Refer to the Stormwater Management Small Projects Guide for more information. The fee in lieu of is \$1.50 / SF up to 250 SF of new cover. The fee increases to \$3.00 / SF for projects that increase impervious surface cover from 251 to 500 SF. Anything over 500 SF can not pay a fee in lieu of and must have a stormwater management project installed. Examples are listed in the Stormwater Management Small Projects Guide. All forms may be downloaded from dallastownboro.com

Submit Permit Application

- After completing the above steps, now is the time to complete and submit your permit applications. Either a zoning permit application (structures < 240 SF) or a building permit application (structures > 241 SF). If you decide to proceed with a stormwater project you may need to complete a stormwater permit application. A storm water permit is not required if the fee in lieu of option is chosen. The stormwater permit fee is \$60.00 minimum which includes a Borough rough inspection.
- The zoning permit fee is based on the project cost. The minimum permit fee is \$60, which is comprised of the base fee of \$20 (for a project that is estimated from \$0 to \$1000), plus a \$40 final inspection fee which includes a zoning certificate of use. For projects over \$1000, add \$2 per \$1000. Example: the shed project is estimated to cost \$5000, therefore the permit cost will be the \$60 minimum fee plus (4 x \$2 = \$8) for a total permit cost of \$68.
- The building permit fee is somewhat unknown because of the third party inspection agency involvement. The Borough component is \$49.50 min plus the \$2 / \$1000 incremental increases and in addition the third party inspection agency fees which are not known until the number of inspections is determined.

SWM Permit #: _____

**DALLASTOWN BOROUGH
STORMWATER MANAGEMENT PERMIT APPLICATION**

If you, as a property owner, are planning to construct any type of structure or improvement to your property (patio, driveway, etc.) that will impact the stormwater runoff leaving your property, then you must comply with Municipal Stormwater Management Ordinance No. 575-12. Completion of this form will allow the staff to guide you through the associated regulations.

Step 1: Complete the Project Information

Property Owner: _____

Property Address: _____

Daytime Phone Number: _____ (preferred)

Email Address: _____ (preferred)

Proposed Development (Please provide information regarding size, type, distance from property lines and existing site features, etc. Attach any manufacturer's sheets or other information related to the proposed development):

Have any other exterior improvements been completed on the property since January 1, 2013 (*Effective Date of SWM Ordinance*)? If so please list the projects and permit numbers _____.

Step 2: Provide Sketch Plan of Property

Plan shall include property lines, existing improvements and proposed improvements. Please indicate which direction the property slopes as well as provide detailed drainage information for proposed improvements (roof breaks, gutters, downspout locations, etc. (Sample included as Attachment A I in Small Project's Guide).

Sketch Plan Provided

Step 3: Summarize Proposed Impervious Area

- New Pavement (Parking area, driveway) _____ ft²
- New Building (Shed, Garage, Addition) _____ ft²
- Sidewalk or Patio (Concrete, Brick) _____ ft²
- Removal of existing impervious area _____ ft²
- Changing the ground surface/cover (Clearing a wooded lot, converting a meadow area to yard) _____ ft² (Municipal Engineer to be contacted by Borough)
- Farming Activities (not new buildings or impervious) – If in compliance with Chapter 102, exempted from formal submission.
- Timber Activities - If in compliance with Chapter 102, exempted from formal submission.
- Stormwater Improvement - Not associated with a new impervious area (Municipal Engineer to be contacted by Borough)

Applicant Name (Printed)

Signature

Date

RESIDENTIAL ZONING PERMIT

ZONING GUIDELINES

The following activities are examples of activities that require a zoning permit and a stormwater permit if additional impervious ground cover is created.

- detached gazebos / sheds / garages (less than 240 SF with no electrical / plumbing)
- fences
- decks / patios that are less than 30" above grade.
- non-illuminated signage
- paved and / or stone driveways, parking spaces and sidewalks.
- swimming pools (permanent & temporary that can hold 18 to 23 inches of water with no electrical components)

Complete attached application and submit with a sketch of the project to the Dallastown Borough Office. The drawing must show lot lines, existing features and proposed project location on the property.

The following table summarizes zoning criteria in Dallastown Borough.

Zone	Front Setback	Side Setback	Rear Setback	Accessory structures ¹	Building Height	Lot Coverage	Fencing
R-O	25 ft	10 ft	30 ft	Rear setback: 10 ft Side setback: combined total of 8 ft or more, no less than 3 ft on one side	Principal structure: 2 ½ stories, but not over 30 ft. Accessory structure: 2 stories, but not over 25 ft	Up to 45% may be covered with impervious surfaces	Up to 6 ft. in height in rear and side yards; up to 3 ft in height in front yards. Properties with yards bounded by streets, lanes or avenues, the height of the fence is limited to 3 ft.
R-T	15 ft	SFD ² : 5 ft All other: 10 ft	20 ft	Rear setback: 10 ft Side setback: combined total of 8 ft or more, no less than 3 ft on one side	Principal structure: 2 ½ stories, but not over 30 ft. ³ Accessory structure: 2 stories, but not over 25 ft	Up to 60% ⁴ may be covered with impervious surfaces	
C-S	15 ft	10 ft	20 ft	Rear setback: 10 ft Side setback: combined total of 8 ft or more, no less than 3 ft on one side	Principal structure: 2 ½ stories, but not over 30 ft. Accessory structure: 2 stories, but not over 25 ft	Up to 90% may be covered with impervious surfaces	
C-H	25 ft	20 ft	10 ft	-----	Principal structure: 2 ½ stories, but not over 30 ft. ⁵ Accessory structure: 2 stories, but not over 25 ft	Up to 80% may be covered with impervious surfaces	
I-G	30 ft	20 ft	30 ft	-----	Principal structure: 3 stories, but not over 35 ft. Accessory structure: 2 stories, but not over 25 ft	Up to 90% may be covered with impervious surfaces	

¹ Accessory structure are allowed between the rear wall of the principal structure (min of 10 ft away) and the rear setback line.

² SFD = single family detached dwelling

³ Height limit may be extended to 3½ stories but not over 40 ft. if each yard is increased one ft. width for each additional ft. of height over 30 ft.

⁴ 70% lot coverage is acceptable for properties where the lot width is less than 40 feet.

⁵ Height limit may be extended to 3½ stories but not over 40 ft. if each yard is increased one ft. width for each additional ft. of height over 30 ft.

*Swimming pools may require a building permit in addition to a zoning permit

*Additional Zoning criteria will be reviewed at the time your submitted plan is reviewed. Refer to www.dallastownboro.com for a complete text of the Zoning Ordinance.

Zoning Districts: R-O = Residential Outlying; R-T = Residential Town; C-S = Commercial Shopping; C-H = Commercial Heavy & Highway; I-G = Industrial General

STORMWATER MANAGEMENT GUIDELINES

Applications for adding additional impervious areas (impervious materials and surfaces include buildings, decks, patios, porches, garages, pools, sidewalks, stone and paved driveways, stone and paved parking areas, sheds, etc.) to your property will require stormwater runoff considerations. A stormwater permit is required.

The calculation of impervious square footage subject to the Small Project Site Activities fee in lieu program shall run with the land and shall be cumulative beginning January 1, 2013 (Ordinance 575-12). The initial and all future projects subject to payment, as set forth in the fee schedule below, shall be added to any future projects for the purpose of (a) calculating any fee; and (b) determining eligibility for the Small Project Site Activities fee in lieu provisions. Once the total of all projects exceed 500 sq feet (cumulative from 1/1/13), the property is no longer eligible for a Small Project Site Activity payment in lieu of. The construction of a Stormwater Best Management Practices (BMP) under the Dallastown Borough Stormwater Management Ordinance is required. A Stormwater Permit is required regardless for all projects. Once the total accumulated impervious area exceeds 1000 square feet, a Stormwater Management Plan (SWM) prepared by an engineer is required. The Borough Engineer will review the SWM plan and inspect the construction of the stormwater BMP.

STORMWATER PERMIT FEE SCHEDULE TABLE

0 – 250 SF: \$1.50 / SF or pay no fee and install a small projects stormwater BMP
251– 500 SF: \$375 plus \$3.00 / SF or pay no fee but install a small projects stormwater BMP
501 – 1000 SF: \$50 plan review & inspection fee to install a stormwater BMP per the stormwater ordinance
> 1000 SF: \$200 application fee plus review and inspection fees for a professionally designed stormwater BMP

DEMOLITION GUIDELINES

§ 224-29 Demolition.

Demolition of any structure must be completed within 90 days of the issuance of a permit. Completion consists of tearing the structure down to grade, filling any resulting cavity to grade and removing all resulting debris from the lot. Wood, asphalt shingles and similar building materials shall not be buried or used as fill at the demolition site but must be disposed of at an approved solid waste disposal facility certified to dispose of such materials. A structure may be partly demolished only if a usable structure or building remains, and the demolition of the part is completed as required in the previous sentence. All evidence of the structure which was demolished must be removed from the exterior surfaces of the remaining structure or building. Proof of performance bond and liability insurance must be shown for work of \$1,000 or more.

§ 90-5 Fees

Demolitions. For a permit for the demolition of a building or structure, the fee shall be equal to 10% of the total cost of demolition.

[Amended 6-11-2018 by Ord. No. 591]

DALLASTOWN BOROUGH
York County, Pennsylvania

RESOLUTION 2013-1

BE IT RESOLVED by the Borough of Dallastown, York County, Pennsylvania, and it is hereby resolved by the authority of the same, that the fees to be collected for Stormwater Management Activities pursuant to Dallastown Borough Ordinance 575-12 are, pursuant to further authorization set forth in and ordinance for amending said rate, hereby amended to be and shall hereafter be as follows:

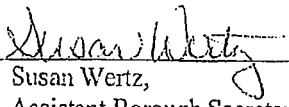
Square Footage of New Accumulated Impervious Area	Fee
One to two hundred and fifty (1 - 250) square feet	One dollar and fifty cents per square foot (\$1.50 per square foot)
Two hundred and fifty-one to five hundred (251 - 500) square feet	\$375 plus \$3.00 per sq. ft. over 251 sq. ft. up to 500 sq. ft.
Five hundred and one to one-thousand (501 - 1000) square feet	Fifty dollar plan review and inspection fee (\$50.00)


The fees for Stormwater Management Activities regulated under Ordinance 575-12 set by this Resolution shall be and become effective immediately upon adoption of the Resolution.

ORDAINED AND RESOLVED, this 11th day of February, 2013.

ATTEST:

COUNCIL OF THE BOROUGH OF
DALLASTOWN

By: 
Susan Wertz,
Assistant Borough Secretary

By: 
Ronald E. Smith,
President of Borough Council