

## SHED PERMIT CHECKLIST

- FILL OUT AND SIGN THE "SHED BUILDING AND ZONING PERMIT APPLICATION" FORM.
  
- PROVIDE A COPY OF THE PROPERTY SURVEY PLAN AND DRAW THE SHED ON IT. SHOW SETBACK DIMENSIONS FROM SHED TO EACH SIDE, REAR AND FRONT PROPERTY LINES.
  
- PROVIDE A PICTURE, BROCHURE AND/OR PLAN OF THE PROPOSED SHED.
  
  
- FILL OUT AND SIGN THE "PERMIT AGREEMENT" FORM.
  
  
- FILL OUT AND SIGN THE "WORKERS COMPENSATION AFFIDAVIT OF EXEMPTION" FORM.  
OR,  
PROVIDE A PROOF OF WORKERS COMPENSATION INSURANCE CERTIFICATE NAMING MOON TOWNSHIP AS A CERTIFICATE HOLDER.
  
  
- READ AND SIGN THE "ACCESSORY STRUCTURES AFFIDAVIT" FORM.

It usually takes about a week to process a shed permit.  
This office will call to let you know when the permit is ready to be picked up and  
how much the fee is.  
Permit fees will be required to be paid when you pick up the permit.

# **SHED BUILDING and ZONING PERMIT APPLICATION**

Township of Moon 1000 Beaver Grade Road, Moon Township, PA 15108 Phone 412-262-1700 • Fax 412-262-5344

1. Location of Proposed Construction: \_\_\_\_\_  
(Street No.) (Street Name)

2. Applicant's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Phone No. (Cell) \_\_\_\_\_ (Home) \_\_\_\_\_

3. Type of Use:  Residential  Commercial  Industrial  Other (specify) \_\_\_\_\_

4. Type of Improvement:  New Construction  Alteration  Addition  Repair/Replace

5. Proposed Use:  Shed  Other (Specify) \_\_\_\_\_

6. Property Information: Zoning District: \_\_\_\_\_ County Lot & Block: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Occupant's name: \_\_\_\_\_ Occupant's Phone No.: \_\_\_\_\_

Zoning Setbacks: (the distance between the structure and the property lines)

Front Yard: \_\_\_\_\_ Rear Yard: \_\_\_\_\_ Right Side: \_\_\_\_\_ Left Side: \_\_\_\_\_

7. Building Code Information for proposed construction:

Total Cost of Construction: \_\_\_\_\_

Exterior Finish to Grade:  Brick  Siding  Other architectural finish (specify) \_\_\_\_\_

Type of Frame:  Masonry  Wood  Structural Steel  Reinforced Concrete  Other \_\_\_\_\_

For New Construction: No. of Stories: \_\_\_\_\_ Total Height of Building: \_\_\_\_\_

Size of Structure: Ft. Wide \_\_\_\_\_ Ft. Long \_\_\_\_\_

8. Contractor's Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Cell No.: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

Contractor's Office Phone No.: \_\_\_\_\_ Email \_\_\_\_\_

The applicant/owner hereby certifies that the statements made herein and representations contained in all accompanying part of this application are true and correct. The applicant/owner shall be responsible for reviewing and fully understanding all Permit conditions and insuring compliance to all applicable code and ordinances. The applicant/owner shall also be responsible for any fees incurred in relation to the above project. The applicant/owner grants Moon Township officials the right to enter onto the property for the purpose of inspection the work permitted and posting notices. As applicant, I hereby certify that the proposed work is authorized by the owner to make this application as his authorized agent.

Applicant Signature: \_\_\_\_\_ Owner Signature \_\_\_\_\_

## PERMIT AGREEMENT

In consideration of the issuance by the Township of Moon (the "Township") of a Building Permit, Zoning Permit and other permits for the property located at

address: \_\_\_\_\_

and to the undersigned property owner(s) or the agent (the "Applicant"), the Applicant acknowledges that, in reviewing plans and specifications, in issuing permits and inspection work of the Applicant; the employees, consultants, elected or appointed official of the Township are only performing their duties to require compliance with the minimum requirements of the applicable ordinances of the Township and the Pennsylvania Uniform Construction Code pursuant to the police power of the Township and are not warranting to the Applicant or to any third party the quality of adequacy of the design, engineering or work of the Applicant or their agents or contractors.

Applicant further acknowledged that although plan review and inspections will be provided, it will not be possible for the Township to review every aspect of the Applicant's design and engineering or to inspect every aspect of the Applicant's work. Accordingly, neither the Township nor any of its elected appointed officials, consultants, or employees shall have any liability to the Applicant for defects or shortcomings in such design, engineering or work, even if it is alleged that such defects or shortcomings should have been discovered during the Township's review or inspection, Furthermore, the Applicant agrees to defend, hold harmless and indemnify the Township, its elected officials, consultants and employees from and against any and all claims, demands, actions, and causes of actions of any one or more third parties arising out of or relating to the Township's review or inspection of the Applicant's design, engineering, or work or issuance of a permit or permits, or arising out of or relating to the design, engineering or work done by Applicant pursuant to such permit or permits. All references in this Agreement to Applicant's design, engineering or work shall include such design, engineering, and work, which is performed by the Applicant or by the Applicant's employees, agents, independent contractors, subcontractors or any other person or entities performing work pursuant to the issuance of the Building Permit, Zoning Permit and other Permits by the Township.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Address of proposed work \_\_\_\_\_

# WORKERS COMPENSATION AFFIDAVIT OF EXEMPTION

Basis for exemption is (please check one):

- The Contractor for this building permit is a sole proprietorship without employees
- The Contractor is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- All of the contractor's employees on the project are exemption religious grounds under Section 304.2 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- Owner is the contractor \_\_\_\_\_
- Other. Please explain: \_\_\_\_\_  
\_\_\_\_\_

Please be aware of the following requirements under the Pennsylvania Workers' Compensation Act:

- ⇒ Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
- ⇒ Violation of the Workers' Compensation Act or the terms of this information form will subject the contractor to a stop-work order and other fines and penalties as provided by law.

My signature on behalf of or as the contractor as stated on this form constitutes my verification that the statements contained here are true.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (Please Print) \_\_\_\_\_

Cell Phone Number \_\_\_\_\_

## ACCESSORY STRUCTURES AFFIDAVIT

### §27-501. Accessory Structures and Uses

1. *General.* Accessory structures shall occupy the same lot as the principal use, principal building, or principal structure. All accessory structures shall comply with the requirements of §§27-211, 27-214 and 27-215 of this Chapter, except as provided in this Section.
2. *Setback Requirements.* No accessory structures shall be permitted to be located in any portion of the rear yard, side yard or front yard, except:
  - A. A freestanding structure accessory to a single-family dwelling (including a private garage, a shed that is more than 200 square feet in gross floor area, a satellite dish, a swimming pool and familiar structures) shall be located at least 10 feet from the side lot lines and rear lot lines of a lot and shall not encroach into any recorded easements or rights-of-way.
  - B. A shed that is accessory to a single-family dwelling, no more than 200 square feet in gross floor area, and no more than 12 feet in height shall be located at least 5 feet from the side lot lines and rear lot lines of a lot and shall not encroach into any recorded easements or rights-of-way.
3. *Height.* No accessory structures shall have a height greater than the principal structure on the subject property.
4. *Separation from Principal Building.* All accessory structures, except swimming pools, shall be separated from the principal building or structure by at least 8 feet. If the separation distance between an accessory structure and the principal building or structure is less than 8 feet, then the accessory structure shall be considered attached to the principal building or structure and must be all minimum dimensional requirements for the principal building or structure.
5. *Construction.* No accessory structure shall be constructed upon a lot until the construction of the principal building has actually been commenced.
6. *Private Garages and Sheds.*
  - A. A freestanding private garage and a shed shall be no larger than the principal structure on the lot or 1,000 square feet, whichever is smaller.
  - B. The maximum height of a freestanding private garage and a shed shall be one-and-a-half stories.
  - C. No more than one freestanding private garage shall be permitted per lot.
  - D. A shed that is no larger than 80 square feet and that is capable of being moved on a lot shall not require a permit under this Chapter. The 80 square feet or less shed shall be setback at least 5 feet from the side and rear property lines and may not be located in the front yard.

**I HAVE READ, UNDERSTAND AND WILL COMPLY WITH THE "ACCESSORY STRUCTURES AND USES" REQUIREMENTS FOR THE PROPOSED STRUCTURE TO BE CONSTRUCTED AT,**

**ADDRESS:** \_\_\_\_\_

**OWNER SIGN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CONTRACTOR SIGN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_