

EAST UNION TOWNSHIP.

MAIL Address: P.O. BOX 295  
SHEPPTON, PA. 18248

PHONE: 570 384-0739  
FAX: 570 453-2402

Delivery Address 10 EAST ELM ST. SHEPPTON, PA. 18248

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**U C C**  
**√ CHECK LIST √**  
**BUILDING PERMIT REQUIREMENTS**  
**REPAIRS, RENOVATIONS, MINOR ALTERATIONS,**  
**GARAGES, SHEDS, POOLS, SIGNS AND FENCES**  
**{ Use Form "R" }**

**GENERAL APPLICATION:**

READ ALL INSTRUCTIONS

FILL OUT COMPETELY

(If you believe something does not apply use NA)

**ATTACH:**

- PLOT PLAN -- REQUIRED FOR: Fences, Signs, Accessory Buildings [garages, sheds, pools, decks])
  - Must show all metes and bounds of lot
  - Proposed structure with all dimensions.
  - All existing structures.
  - All setbacks
  - E&S Best Management Practices -- If land disturbance is over 5,000 square feet
- SOIL & EROSION PLAN -- Approved copy or letter from Luzerne County Conservation District or DEP (If earth disturbance is over 5,000 sq. ft.)
- CONSTRUCTION DRAWINGS -- If Required
- DEED OR LEASE -- If Required (Usually if land or structure is being leased or rented)
- ANY OTHER AGENCY PERMITS, REQUIREMENTS OR DOCUMENTATION -- If Needed

**RETURN PACKAGE TO PERMIT OFFICE**

Building Code Officer will review application. Applicant will be informed of results within 15 business days of the filing date or sooner unless extended by the Building Official and/or the Permit Applicant.