UPPER LEACOCK TOWNSHIP
ZONING/BUILDING PERMITS

Zoning/Building permits are required for any project that is going to increase the dimensions of an existing building, make interior changes to an existing building or adding a new building to the property. The following are some examples of items that require permits, and possibly code inspections:

1. Sheds, whether you purchase one or build one yourself
2. Decks
3. Enclose an existing deck or porch
4. Convert an existing attached garage to a family room or other use
5. Increase living space by putting in a dormer
6. Increase living space by raising the existing roof or changing the roof line
7. Swimming pools (in-ground and above ground). All pools shall be completely enclosed by a four (4) foot high fence or wall with a self-closing and lockable gate. No water from a pool shall be discharged onto any public street or alley.
8. Large satellite dish antennas (not the current small dish antennas)
9. Creating a Home occupation: This is done by either a Special Exception or a Conditional Use Hearing.
10. Signs
11. Enlarge an existing driveway or parking area
12. Establish a new business in an existing building
13. Interior renovations: e.g., plumbing, heating, air conditioning, new walls, windows, new electrical service
14. If a Code inspection is required on your property for any reason, then your house must comply with the current UCC codes for Smoke & Carbon Monoxide Detectors

If your specific request is not covered by the above examples, please call the Township Office with your question. The Zoning Officer may be able to answer your inquiry or you may be referred to the Code inspectors. On July 8, 2004, Upper Leacock Township adopted the Unified Construction Code and utilizes the services of ABI (Associated Building Inspections, Inc.) and Code Administrators, Inc. If you have any questions concerning the building code as it relates to **residential properties**, please contact ABI at (877)721-4224 or Code Administrators at (717)859-3350. Questions concerning **commercial properties** should be directed only to Code Administrators.

You *DO* need a zoning permit to erect a fence. However, the fence (or wall) cannot be erected to a height of more than three (3) feet in a front yard or no more than six (6) feet in any other yard within an Agricultural, Village Commercial, Mixed Use or Residential Zone. No fence shall block motorist view of vehicles entering or exiting the property. You may need a zoning/building permit to erect a wall, so please call the Township. If you live on a corner property, it is requested that no structure, planting or other visual obstruction is permitted to be at a height greater than thirty (30) inches in the front yard. This is in order to maintain the proper clear sight triangle.

Two (2) garage/yard sales may be conducted on a property per calendar year. No garage/yard sale shall be conducted for a period longer than two consecutive days. Such sales may offer personal possessions only; no import or stocking of inventory shall be permitted. Only a single four (4) square foot sign is permitted for advertising the garage/yard sale; the sign must be located on the premises where the sale occurs, and shall be removed promptly upon the completion of the sale. In no case shall any aspect of the garage/yard sale be conducted in a street right-of-way.

The Upper Leacock Township Zoning Ordinance has information on the required setbacks, parking regulations, etc. A copy of the Ordinance is available for public use during regular office hours (8:00 a.m. to 4:30 p.m., Monday through Friday) or on our website www.ultwp.com. Upper Leacock Township does not enforce any deed restriction that may have been placed on a property by the developer.

The Zoning Officer, Ben McCue, has regular office hours Mondays and Fridays from 8:00 a.m. to 12:00 p.m. and Wednesday from 2:00 p.m. to 7:00 p.m., or by appointment. The Zoning Officer can be reached direct by calling (717)656-9755 ext. 520 or by emailing bmccue@ultwp.com.

6/1/2017