



HUNTINGTON TOWNSHIP
750 TROLLEY ROAD
YORK SPRINGS, PA 17326



Middle Department Inspection Agency
3901 Hartzdale Drive, Suite 112, Camp Hill, PA 17011
717.761.5340

Dear Applicant:

Here is the information you will need to acquire permits in Huntington Township.

1. Determine if a Land Development Plan is required to be approved by the Township. See the Subdivision and Land Development Ordinance to determine your requirements and Township Board of Supervisors approvals necessary to continue your application process. You can contact Zoning Officer and Township Engineer Scott Longstreth if you have questions. His number is 717-334-5400 or slongstreth@sharrahdesign.com.
2. Completely fill out a Stormwater Management Worksheet and follow instructions accordingly. Upon completion and determination of your level of compliance (exemption OR designed plan), submit all completed worksheets and/or required Stormwater Management Design plans to the Township
3. If earth disturbance is 5,000 square feet or larger, a Grading Permit with an erosion and sediment control plan is required. If earth disturbance is one acre or larger, contact the Adams County Conservation District (ACCD) at 717-334-0636 or visit their website for permit requirements.
4. If your project involves the construction or alteration of a driveway onto a PennDOT road, a PennDOT HOP is required. Contact PennDOT District 8 Adams County at 717-549-3018. If driveway access is onto a township road, a township driveway permit is required.
5. If your project includes well drilling, please complete the permit application and make payments directly to the township. If your project requires a septic system, Doug Stambaugh-Sewage Enforcement Officer can assist with that application and permitting process. 717-637-3800 dstambaugh@ghi-engrs.com
6. When Land Development Plans and/or Stormwater Management Plans have been reviewed and approved, the next step is applying for a Zoning Permit. Completely fill out the Zoning Permit Application and provide a detailed site plan of your entire property. The site plan must be to scale or provide a survey site plan. Please provide a copy of a Well, Sewer, Grading and Driveway Permits if applicable for your project with the completed zoning application. The applicant must provide payment at the time of submitting the application. Zoning approval is **REQUIRED** before applying for your building permit.
7. Completely fill out a Building Permit application (MDIA form) and provide **two** detailed sets of drawings of the structure to be completed. A cross section and floor plans are needed for a building permit plan review. A copy of the Worker's Compensation Insurance Coverage Information must be supplied by your contractor and submitted to the Township at the time of applying for a building permit. Drop off all information at the Township office or inquire about making your submissions electronically with scanned documents to MDIA & Huntington Township.
8. Building Permit applications will be returned to the Township for pick up. At the time of pick up, two payments will be required: 1. Huntington Township fees and 2. MDIA fees for review, inspections and fees.
9. Upon receiving your approved construction plans and permit placard, the contractor or homeowner is responsible for submitting a Property Improvement Certification Form with payment and a copy of the building Permit to the Adams County Courthouse – Tax Services Department within 10 days.
10. All construction inspections shall be scheduled by the homeowner or homeowner's agent (contractor) 24 hours in advance by contacting James Zerfing at 717-873-7442.

Thank You,

Scott Longstreth, Twp. Engineer
717-334-5400
slongstreth@sharrahdesign.com

James Zerfing, MDIA
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