

**Horseshoe Scout Reservation
PLANNING AND BUILDING WORKSHEET**

Use this worksheet for any construction of the reservation. This application is intended to assist in long term planning, maintenance operations, funding and compliance with easements and capital improvement funding. This application does not wave or substitute for any state, county or local building permits, storm water management or any other permit which may be required by outside governing agencies.

SECTION ONE- Sponsoring Group Information

Sponsoring Group Name _____		
Contact person (s) for planning: _____		
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Home Telephone Number: _____	Cell: _____	
Fax Number: _____	Email Address _____	
<i>Write a brief description of your proposed project include briefly how project is going to be funded:</i>		

SECTION TWO – Who is performing work

Contractor Information (if applicable) _____		
Contact person (s) for planning: _____		
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Home Telephone Number: _____	Cell: _____	
Fax Number: _____	Email Address _____	
Insurance company _____	Policy number _____	
<i>(Attach copy of certificate of insurance with Chester County Council as additional insured)</i>		

SECTION THREE- Project Description

Briefly describe benefits of proposed project to the facilities, programs and/or environmental benefits of proposed project.

SECTION FOUR - Location of proposed Project

Describe the program area and specific location of project and all areas impacted by the proposed project. Is project in any of the Reservations conservation easement, problem drainage area and identify any clearing required to complete project.

SECTION FIVE - Site Plan Submittal

Site Plan Submittal shall include existing and proposed grading with elevations and direction of runoff in area. You must include 3 copies of the site plan with your permit submittal.

SECTION SIX - Site Grading Information

What is the total disturbed area of the project? _____
What is the amount of earth movement? _____
Is the property located within the flood plain or conservation easement? _____

SECTION SEVEN - Building Plan Submittal

Included 2 sets of building plans with your submittal?
Plans shall include elevations, floor plans, dimensions etc.

SECTION EIGHT - Scope of Work Scope of Work:

Construction Type: Stick	Pre-fab	Block	Concrete	Aluminum	Vinyl	Other
Estimated Cost of Construction: _____						
What is the square footage of the original structure? _____						
Proposed Calculated Square Footage _____						
(Please use length times width of exterior dimensions, not internal space.)						
TOTAL: _____ sf.						

SECTION NINE - Water

Will the proposed project require connection to the Reservation's water system? _____
Where will the connection be made? _____
What will this connection service? _____ List all fixtures: _____

SECTION TEN - Sewer

Will the proposed project require connection to the Reservation's sewer system? _____
Where will the connection be made? _____
What will this connection service? _____ List all fixtures: _____

SECTION ELEVEN - Electric

Will the proposed project require connection to the Reservation's electric? _____
Where will the connection be made? _____

The applicant hereby certifies and agrees as follows:

- 1) That the information is correct.
- 2) That he/she will comply with all state, state, county and township regulations
- 3) That he/she will not perform any work on the property not specifically described in the application.

Signature _____ Printed Name _____

Office Use Only

Application Date: _____ Worksheet Reviewed By: _____ AP #: _____

Project approved, revised, comments or reason not approved: _____

