



**City of Carbondale**  
1 N Main Street Carbondale PA 18407  
Phone: 570-282-4044 Fax: 570-282-2131  
*Historic Carbondale – N.E. Pennsylvania's 1<sup>st</sup> City!*

**Permit Number:** \_\_\_\_\_

Permit ISSUE Date: \_\_\_\_\_

Permit EXPIRATION Date: \_\_\_\_\_

# **BUILDING PERMIT**

**This permit is issued for repairs exempted from the Uniform Construction Code. All improvements made within the City of Carbondale require a permit at a cost of \$30 for every \$1,000 worth of work performed.**

ADDRESS of PROPERTY being repaired: \_\_\_\_\_

Owner's NAME: \_\_\_\_\_

Owner's ADDRESS: \_\_\_\_\_

Owner's PHONE #: \_\_\_\_\_

Contractor's NAME: \_\_\_\_\_

Contractor's ADDRESS: \_\_\_\_\_

Contractor's PHONE #: \_\_\_\_\_ PA LICENSE #: \_\_\_\_\_

List of work to be completed under this permit: \_\_\_\_\_

What will the structure be used for? \_\_\_\_\_

**Value of Improvement:** \_\_\_\_\_ **Fee Amount:** \_\_\_\_\_

\_\_\_\_\_  
OWNER'S Signature

\_\_\_\_\_  
CONTRACTOR'S Signature

\_\_\_\_\_  
CITY REP'S SIGNATURE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**PERMIT MUST BE POSTED ON/IN 1<sup>st</sup> FLOOR DOOR OR WINDOW**



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The City of Carbondale is very excited when our residents make improvements to their homes and business. In an effort to ensure safety and fair administration of government, the City requires permits. Below please find information and frequently asked questions.

### **Northeast Inspection Consultants (NEIC)**

<https://www.neic.us/subcode-applications>

Building, Electrical, Plumbing, Mechanical, and Fire

### **Frequently Asked Questions**

What type of work requires a permit?

Almost everything requires a permit within the City of Carbondale. Please contact our office to discuss your project to make the process as simplistic as possible. (570) 282-4633.

What work does not require a permit?

Painting and carpeting

How much does a permit cost?

It depends on the project. Below is a breakdown of common permit fees.

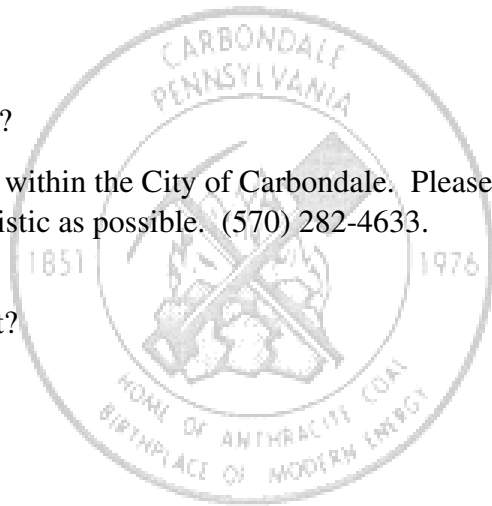
Zoning Permits\* - \$500

UCC Permits – 1.5% of construction cost (sum) + 20% of the sum +\$4.50 for the Commonwealth of PA = Permit Fee

City of Carbondale Permit Fees - \$30 per \$1,000 worth of work cost

Peddling Permit - \$25 per year

Land Development and Subdivision – Dependent on lot size and scope of work





Must a contractor have a license in the City of Carbondale?

No

If I rent a dumpster, do I need a permit?

Yes, if the dumpster is placed in the road. The fee is \$25. If the dumpster is on your property, you are not required to have a permit.

## **Zoning**

Accessory Structures (Garages, Sheds, etc.): Accessory Uses are garages, sheds; they are subordinate to the principal use. Accessory structures need to be less than 1,000 square feet for a City Permit; an accessory structure over 1,000 requires a UCC Permit. Also, if they are going to put electrical in them, they need a UCC Permit. Make sure they have their Property Identification Number (PIN) on the permit for assessment purposes. To conform to zoning, accessory uses must comply with the following:

Maximum Permitted Height: One and one-half (1.5) stories or seventeen (17) feet.

## **Minimum Yard Regulations**

Unattached Accessory Structures in R-Districts: Accessory structures, which are not attached to a principal structure, may be erected within one (1) of the side yards or within the rear yard, but not in the front yard, in accordance with the following requirements.

1. Side Yard (interior lot) - 4 feet
2. Side Yard (corner lot) - same as for principal structure
3. Rear Yard - 4 feet; if adjacent to an alley - 10 feet
4. Not closer than 10 feet to a principal structure on the same lot or on an adjacent lot

Attached Accessory Structures in R-Districts: When an accessory structure is attached to the principal building, it shall comply in all respects with the requirements of this Ordinance applicable to the principal building.

Driveways: The driveway is required to be three (3) feet away from the property line. You are only permitted to have one opening for every one hundred square feet. Driveways cannot be more than thirty-five (35) feet in width. Driveways cannot go in the front yard.



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Fences: Fences cannot be more than six (6) feet high from the dirt to the top of the fence. A fence can never obstruct the line of vision when pulling onto a street. A fence can go directly on the property-line; however we suggest coming in a few inches in the event that there is a surveying discrepancy.

Installation of Fences: When any fence is installed, the supporting posts shall be located on the inside of the fence, facing the property to be fenced; and, the finished side of the fence shall face the adjoining property and/or right-of-way.

Setbacks:

	<b>R1</b>	<b>R2 (Single Family)</b>	<b>R2 (Two family)</b>
<b>Front</b>	25 feet	25 feet	25 feet
<b>Rear</b>	50 feet	25 feet	30 feet
<b>Side</b>	10 feet	10 feet	10 feet
<b>Height</b>	35 feet	35 feet	35 feet
<b>Imp Cov.</b>	50%	55%	55%

Subdivision and Land Developments: see application

Please contact our offices to discuss your project to ensure efficient execution.