



City of Harrisburg Easement Application



Note: The Planning Bureau must review all applications for completeness. Please contact Jennifer Boyer at 717-255-6637 or jboyer@cityofhbg.com to schedule a meeting.

Primary Property Address of Adjacent Parcel

Tax Parcel ID Number

Please explain the purpose of the project. Provide as much information and be as specific as possible. (Use Additional Sheets If Necessary)

Type of Easement (check one):

- Utility
- Accessibility
- Building Projection
- Other

Easements are executed only with owners of property adjacent to the right-of-way.

Items To Be Submitted With This Application. Failure to do so WILL delay the review process.

- Site plan to scale indicating location of features, including any street poles, affixed trash cans or newspaper or like boxes, or trees, within five feet of the easement area; distances between the features, curb, and buildings; and any other information that may clarify the layout.
Six copies if utility, accessibility, or building projection easement.
Twenty-one copies if any other easement requiring reviews by the Harrisburg Planning Commission and Harrisburg City Council.
- Proof of ownership of adjacent property.
- Easement Agreement prepared by an Attorney for recording in Dauphin County Courthouse (including legal description).
- Check made payable to the "City Treasurer" for the correct amount of \$250.

Main Contact for the Project

Name _____

Company _____

Address _____

Phone _____

Email _____

Property Owner

Name _____

Company _____

Address _____

Phone _____

Email _____

APPLICANT / OWNER CERTIFICATION

I hereby certify that the proposed request is authorized by the owner of record and that I agree to conform to all applicable laws of this jurisdiction. I understand that any falsification could lead to denial or criminal penalties, or revocation of any permit pursuant to this application. I agree that work will not commence prior to final approval.

Applicant's Signature

Date

Property Owner's Signature

Date

The owner must sign this application. The applicant signature is required when different from owner.