



## POLK TOWNSHIP SUPERVISORS

James J. Manno Jr., Chairman  
Neal Davis, Vice-Chairman   Annie Chamberlin, Supervisor

### General Building Permit Checklist

Please contact these offices in the order that they are listed.

- Sewage Permit
  - Info: Jeremy Geer
  - Phone: (814) 952-1681 (Melinda Geer; she schedules for Jeremy)
  
- Stormwater Management
  - Info: Evan DeLong (at the Jefferson County Conservation District)
  - Phone: (814) 849-7463
  - Email: [evan@jeffersonconservation.com](mailto:evan@jeffersonconservation.com)
  
- Driveway Permit
  - For a driveway on a township road, contact Annie Chamberlin at (814) 328-2255
  - For a driveway on a state road, contact Greg Notto at (724) 422-1108 at PennDOT
  
- General Building Inspection and Permitting
  - Info: Dina or Rod at Bureau Veritas at the Jefferson County Conservation District
  - Phone: (814) 849-2448
  - Email: [dina.kirkwood@bureauveritas.com](mailto:dina.kirkwood@bureauveritas.com)
  
- Land Use Permit from the township – contact Annie Chamberlin
  - Phone: (814) 328-2255 or (814) 715-6575
  - Email: [annie.chamberlin@polktwp.com](mailto:annie.chamberlin@polktwp.com)

**\*\*Please note: in order to receive the Land Use Permit from the township, applicable documents from the above mentioned places must be presented to the township secretary/treasurer\*\***