

EAST PENNSBORO TOWNSHIP
HOUSING & COMMUNITY DEVELOPMENT
 98 South Enola Drive
 Enola, PA 17025
 Phone: 717-732-0711 Fax: 717-732-7810

BUILDING PERMIT APPLICATION

LOCATION OF PROPERTY			
Address		Tax Parcel No.	
WORK PROPOSED			
Type of Improvement <input type="checkbox"/> New Structure <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Change of Occupancy <input type="checkbox"/> Fire Protection (only) <input type="checkbox"/> Electrical (only) <input type="checkbox"/> Plumbing (only) <input type="checkbox"/> Mechanical (only) <input type="checkbox"/> Demolition	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial </div> <p>Use Group: _____ Construction Type: _____</p> <p>Description: A concise, specific statement of proposed work or change. All new structures, additions and alterations require three (3) complete sets of scaled plans and specifications for all building systems; the size and complexity of which may also require greater detail and calculations.</p> <p>_____</p> <p>_____</p> <p>_____</p>		
Declared Fair Market Value \$	Exterior Dimensions: Height in feet _____ Square Footage (Building Footprint) _____ No. of Stories _____ Combined Square Footage (All Floors) _____		
IDENTIFICATION			
	Name	Complete Address	Phone & Email Address
Owner			
Architect/ Engineer			
Contractor			
AFFIDAVIT			
I, hereby, authorize and certify that I am the owner in fee or the authorized agent of the owner in fee of the property upon which the work authorized by the permit sought will be performed. I further certify that all work will be performed in accordance with all applicable laws and regulations of the United States of America, the Commonwealth of Pennsylvania and East Pennsboro Township and that all information submitted is true and correct. I understand that false statements are subject to the penalties of 18 PA CS § 4904 Unsworn falsification to authorities.			
Print Name			Owner or Agent
Signature of Owner or Authorized Agent			Date

WATER & WASTE SERVICE

Domestic Water Service:

Public Private On-Site
 New Existing

Commercial Work Only: Proposed Usage _____ GPD

Waste Removal System:

Public Private On-Site
 New Existing Repair

Sewer Capacity Reviewed Thru Land Development: Yes No

FIRE PROTECTION EQUIPMENT

Fire Sprinkler	Type	Fire Sprinkler	Type	Hydrants	No.
	No. Heads		No. Heads	Key Box	Size
Other Fire Suppression	Type	Other Fire Suppression	Type	Notification System	Type
	No. Heads		No. Heads	Building Alarm	Type
Portable Extinguisher	Type	No.	Portable Extinguisher	Type	No.
Standpipe	Type	Class	No.	Standpipe	Type
				Class	No.
				Horns	No.
				Strobes	No.

RESIDENTIAL SPRINKLER ACKNOWLEDGEMENT

As required by Act 1 of 2011, I have been informed by my builder of the costs and benefits of installing an automatic fire sprinkler system in my new home and have been offered the option to have the same installed at my expense. After consideration of the costs and benefits, I have elected to:

- Accept the offer for the installation of an automatic sprinkler system in my home.
- Not have an automatic sprinkler system installed in my home.

Signature of Buyer

Date

WORKERS' COMPENSATION INSURANCE

PLEASE CHECK WHICH OF THE FOLLOWING APPLIES

- Workers' Compensation Insurance Certificate (East Pennsboro Township named as Certificate Holder) attached.
- Qualified Self-Insurer for Workers' Compensation Certificate attached.
- Notarized East Pennsboro Township Affidavit of Exemption from Workers' Compensation Insurance attached.

ZONING

Impervious Coverage

Provide the Square Footage for each of the following Site Elements Present (if not applicable mark N/A):

House: _____ + Deck: _____ + Driveway: _____ + Private Sidewalks/Patio/Pavers: _____ +

Pool/ Hot Tub: _____ + Detached Garage: _____ + All Storage Buildings: _____ + Other: _____

= Impervious Coverage Square Footage: _____ ÷ Lot Square Footage: _____

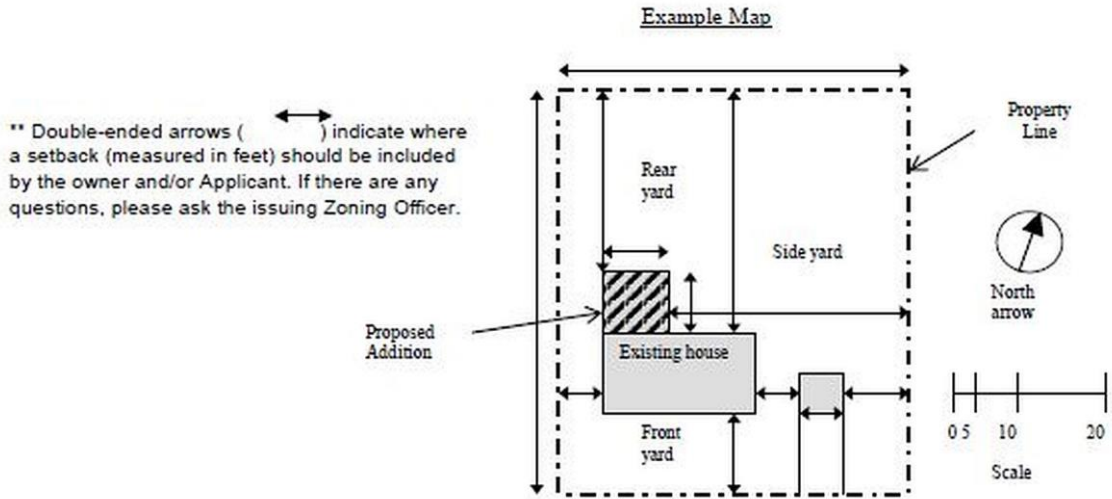
= Percentage of Impervious Coverage: _____

Print Name: _____

Signature: _____

SITE PLAN

- Attach A Fully Dimensioned and/or Scaled Site Plan Indicating All Existing Site Conditions & Proposed Improvements in Relation to each other & All Existing Public & Private Roads, Right-of-Ways, Easements, Wetlands, Floodplains, Lot Lines and Setbacks.



SITE INFORMATION

Zoning District: _____ Current Use: _____

Proposed: _____ New Use Same Use Conversion to Conforming

Current Number of Off-Street Parking Spaces: _____ Proposed Number of Off-Street Parking Spaces: _____

Setbacks	Required	Provided	Front (check)
North			
East			
South			
West			

Site within an Identified Flood Prone Area: Yes No Unsure

Improvement within ANY portion of an Identified Flood Prone Area: Yes No

REQUIREMENTS FOR NEW OR REPLACEMENT SIGNS

- Attach A Fully Dimensioned Drawing of the Proposed Sign

Replacement Sign: Yes No

Proposed Sign to be Illuminated: Yes No

Proposed Sign to be Permanent: Yes No Proposed Duration Sign to be Displayed: _____

Number of Existing Signs on Site: _____ Total Square Footage of All Existing Signs on Site: _____

Square Footage of Proposed Sign: _____

East Pennsboro Township assumes no responsibility for any misrepresentation or omission by the applicant.

Application Submission Checklist

Bold Items Required for Application to be Accepted (Check All Items Present)

- Completed Application(s)**
 - All Required Signatures**
- Three (3) Sets of Construction Documents (may include any or all of the following)**
 - Dimensioned Structural Plans
 - Plumbing Design & Dimensioned Layout
 - Mechanical Design & Dimensioned Layout
 - Electrical Design & Dimensioned Layout
 - Commercial - Reviewed & Approved by 3rd Party Inspection Agency
 - Fire Protection Design & Dimensioned Layout
 - Accessibility Design & Dimensioned Layout
 - Dimensioned Site Plan
 - Show & Dimension All Known Property Lines, Easements, Wetlands & Flood Plains
 - Show All Lot Impervious Coverage & Complete Worksheet within Application
- Permit Application Fee:**
 - Residential Repair/Remodel - \$25.00**
 - Residential - \$75.00**
 - Residential Demolition - \$150.00**
 - Commercial - \$250.00**
 - Commercial Demolition - \$450.00**
- Workers' Compensation Certificate/ Workers' Compensation Affidavit**
- Storm Water Plan – Approved by Township Engineer
- Highway Occupancy Permit (All Driveways, Sidewalks, Curbs & Any Work within Right-of-Way)
- Waste Water Approval
 - On-Site Septic - SEO Heather Myers of GHD (717-541-0622 *or* heather.myers@ghd.com)
 - Sanitary Sewer - Township Engineer

Zoning Officer Signature:	Date:
Flood Plain Administrator Signature:	Date:
Building Code Official Signature:	Date:
Application Payment Type: _____ Amount: _____ Tracking #: _____ _____	
Permit Payment Type: _____ Amount: _____ Tracking #: _____ _____	

