



## **RESIDENTIAL BUILDING PERMIT PROCEDURES & REQUIREMENTS**

### **WHAT TYPE OF STRUCTURES REQUIRE A BUILDING/CONSTRUCTION PERMIT?**

- ⇒ Accessory buildings over 1000 sq. ft.
- ⇒ New residential homes or dwellings
- ⇒ All decks
- ⇒ Above-ground pools over two (2) feet deep and all in-ground pools
- ⇒ Hot Tub
- ⇒ Interior and Exterior changes including a finished basement or attic to a home or other structure, which includes any type of an addition and electrical, plumbing or mechanical work
- ⇒ Garages, Carports and Sunrooms
- ⇒ Patio enclosures sun rooms or patio roofs
- ⇒ Demolition of all types of structures
- ⇒ Indoor Sprinkler system for a home
- ⇒ Replacement windows if the windows are larger than the existing openings
- ⇒ Removal or placement of underground storage tanks
- ⇒ Any other temporary structure as required by the Township

### **WHAT OTHER PERMITS ARE REQUIRED WHEN SECURING A BUILDING PERMIT?**

The following permits must also be applied for and accompany all building permits:

1. **Electrical permits** – required for all new electrical work associated with the project. Third party underwriter electrical inspection required with all permits. Examples of items requiring permits would be:
  - a. New service or panel box
  - b. New pool pumps
  - c. New electrical signs
  - d. New motors, heaters, attic fans
  - e. New spas
  - f. New ranges
  - g. New switches and or plug receptacles
  - h. Smoke detectors
2. **Plumbing permits** – required for all new plumbing, water, sewer connections and placement of fixtures associated with the project. Examples of items requiring permits would be:
  - a. Dishwashing machine
  - b. Sump pump
  - c. Bathrooms and kitchen sinks
  - d. Water heater
  - e. Soft water tank
  - f. Floor drain and water closet



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

3. **Mechanical Permits** – for all types of electrical HVAC systems including:
  - a. Gas, geothermal and solar heating and cooling systems
  - b. Wood stove
  - c. Radon system
  - d. Ventilation and Range Hood
  - e. Clothes Dryer venting
  - f. Gas Fireplace
  - g. Space heater- permanent
  - h. Solar system
4. **Use and Occupancy Permit** – required for all building permits.

**WHAT HAPPENS IF I START CONSTRUCTION WITHOUT SECURING A BUILDING PERMIT FROM THE TOWNSHIP?**

The first thing that will happen is that you will be issued a cease and desist (stop work) order. This will be placed on your property so that all your neighbors may see this bright red card. It is illegal to take down this sign until you secure a building permit. You will then be requested to file immediately for a building permit. At that time, you will be charged **double** what the normal building permit fee at the time of issuance of the permit as a penalty for not securing a building permit. If you still choose to ignore the stop work order, a summary citation will be issued where you will have to appear in front of the local district magistrate to face possible penalties of \$1000.00 per day per violation for each day that you are in violation. You are reminded that securing a building permit is now a state law and Township ordinance and Lower Providence Township takes this situation seriously. Lastly, when you sell your home, a Certificate of Compliance is required by the Township. All structures built without a permit may be noted and again you will be forced to secure a building permit and may have to pay additional penalties.

**HOW MUCH ARE THESE BUILDING PERMIT FEES?**

The applicant will be notified of the correct permit fees upon issuance of a building permit. The applicant may refer to the current Lower Providence Township (Township) Permit Fee schedule for the approximate amount of all permit fees. All building permits will be charged a use and occupancy permit and a PA State UCC permit fee. **The Township will not issue permits until all permit fees are paid in full.**

**ATTENTION: You are expected to pick up and pay for your permit within forty-eight (48) hours of being notified by the Township. Failure to secure your permit within this time frame or if you or your contactor starts building construction or pouring footers without securing this building permit, the Township shall immediately issue a stop work order and no further building construction will take place.**

**HOW DO I PAY FOR THE PERMIT AND TO WHOM DO I WRITE THE CHECKS?**

The building permit fee, other required permit and township fees and the use and occupancy permit fee may be combined into one check. Please make all checks payable to: *Lower Providence Township*. You may also pay by cash or a major credit card.



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

### **WHAT TYPE OF PLANS AND HOW MANY OF EACH PLAN DO I NEED FOR A COMPLETE SUBMISSION?**

- 1. All building permit applications must be accompanied by a site plan drawn to an acceptable scale (an acceptable scale is 1" to 20' or bigger) indicating the exact location and size of the proposed structure.** The site plan must show setback lines to all property lines, any easements on the property, locations of existing water and sewer lines, wells, utility lines, right-of-ways and any other existing structures and their dimensions on the property as maybe required by the Township.
- 2. Two (2) sets of construction documents must also accompany the site plan and building permit application.** These construction documents shall be prepared by a registered design professional as required by the PAUCC and must follow and implement the requirements of the PA UCC and the 2009 ICC Building Code. Construction documents shall be dimensioned and drawn on suitable material and will be reviewed by the Building Codes Enforcement Officer for compliance. Construction documents shall be of sufficient clarity to indicate the location; nature and extent of the work proposed and show in detail that the construction shall conform to township ordinances. The construction documents shall also provide sufficient detail of the location, construction, size, and character of all portions of the means of egress in compliance of the 2009 ICC Building Code. Furthermore, the construction documents shall also provide details of the exterior wall envelope as required, including flashing, intersection with dissimilar materials, corners, end details, control joints, intersections at roof eaves, or parapets, means of drainage, water resistive membrane and details around openings for all interior structures. The construction documents must include manufacturer's installation instructions that provide supporting documentation the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. This supporting documentation shall fully describe the exterior wall system, which was tested, as well as the testing procedure used where applicable.
- 3. Copies of any outside agency approvals.**

### **WHEN MUST I REQUEST AN INSPECTION FROM THE TOWNSHIP?**

An inspection must be requested at the appropriate times as shown in your building permit documents. The inspection must be scheduled with Lower Providence Township by contacting the Codes Department at 610-539-2642 at least forty-eight (48) hours prior to your request and will be handled on a first come, first served basis. It is strongly recommended that persons responsible for construction activities schedule inspections at least a few days in advance in order to minimize disruption of construction work. Please understand that during busy times of the building season, you may not be able to schedule the inspection at the time requested. The Township will attempt to meet your schedule, but more advance notice by you will help us meet your goals. Please note that failure to secure your inspection use may result in significant delays or costs for you or your client to prove that all work has been completed to the 2009 ICC Building Code. The Code Enforcement Department will carry out such periodic inspections during the progress of work as necessary to insure the work conforms to the approved construction plans and all applicable codes and ordinances. The property owner and/or an authorized agent who is in charge of the construction work shall notify the Code Enforcement Department when each segment of work is completed and ready for inspection. Note: No work is permitted to proceed until the applicable inspection is conducted and approved by the Code Enforcement Department

### **WHAT OTHER DOCUMENTS ARE REQUIRED FOR A COMPLETE SUBMISSION?**

If you employ the services of a contractor to perform construction, repairs, remodeling, rehabilitation, demolition and or excavation and acting as general contractors, electrical contractors, fire prevention contractors, specialty contractors, home improvement contractors, or subcontractors, roofing contractors, painting contractors, paperhanging contractors, tree surgeons or prime contractors and subcontractors, this contractor must provide proof of PA Workman's Compensation Insurance and liability insurance. **All Electrical and Plumbing Contractors must be licensed and registered with Lower Providence Township.** Please refer to the contractor license requirements for more information.



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

## **WHAT OTHER REQUIREMENTS SHOULD I BE AWARE OF WHEN BUILDING THE STRUCTURE?**

- ⇒ All construction must comply with all provisions of the PAUCC and the 2009 ICC Building Codes, which also sets Minimum Building Energy Conservation Standards.
- ⇒ Construction demolition waste cannot be burned - the owner/applicant must dispose of construction demolition waste in an approved landfill or in a dumpster capable of being tarped or closed to prevent blowing of waste material off-site. Any questions Call Dept. of Environmental Protection (PADEP), 610-861-2070.
- ⇒ Before placement of any clean fill, you must contact the Lower Providence Township Zoning office and PADEP. Clean fill cannot be placed in a floodplain, within 50 ft. of a stream or in a wetland without securing a state or federal permit. The definition of "CLEAN FILL" is as follows: "Uncontaminated, non-water-soluble, non-decomposable inert solid material used to level an area or bring the area to grade. If the applicant has any questions, please refer to PADEP for proper clean fill requirements.
- ⇒ **STOP – It is a state law** to contact the PENNSYLVANIA ONE CALL SYSTEM. CALL BEFORE YOU DIG by dialing 811 or 1-800-242-1776 to have the utilities marked on the property.

## **WHAT CAN DELAY MY BUILDING PERMIT FROM BEING ISSUED?**

- ⇒ Application not filled out completely or properly with the correct information, especially with the wrong address.
- ⇒ Building permit application not signed by the property owner.
- ⇒ Not abiding by the aforementioned plan submission requirements.
- ⇒ Outstanding ordinance/code violations or payments due to the township on the property.
- ⇒ Any zoning approvals needed to build your structure.
- ⇒ **The application will be reviewed by the Township Code Enforcement Department for compliance with the Zoning Ordinance or any other applicable Ordinances of Lower Providence Township, as well as the requirements of the PA UCC and the ICC codes, within 15 business days for Residential applications.** If the proposed project does not comply in any way with the applicable Ordinances and/or codes the applicant will be notified by phone and/or mail regarding the specific items, which need to be addressed. The plan reviewer may amend, correct, and/or change minor items within the plans or specifications; it is the applicant's responsibility to build to these amended plans and specifications.

## **HOW LONG SHOULD IT TAKE TO RECEIVE MY BUILDING PERMIT?**

The answer to this question depends on how well you prepared. If you have really done your homework and supplied the required information to the township, the normal time for issuance of a building permit is usually less than two (2) weeks. Please remember to take in consideration holidays and weather extremes when submitting your applications and plans. When the permit is approved the applicant will be notified and advised of the fees due. The permit can then be picked up at the Township Administrative Offices located at 100 Parklane Drive, Eagleville. **WORK SHALL NOT BE STARTED UNTIL THE PERMIT HAS BEEN PICKED UP AND FEE IS PAID. A COPY OF TOWNSHIP APPROVED PLANS MUST BE KEPT ON THE JOB SITE AT ALL TIMES.**

## **WHEN CAN I GET A USE AND OCCUPANCY (U&O) PERMIT FROM THE TOWNSHIP?**

A use and occupancy permit must be secured for any building permit that requires construction document review by the Township. The purpose of this permit is to assure that all construction will meet all requirements of all zoning ordinances by a final inspection. Final inspection must be called for at least forty-eight (48) hours in advance.



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

## **RESIDENTIAL BUILDING PERMIT APPLICATION INSTRUCTION FORM**

### **PLEASE READ THESE DIRECTIONS BEFORE FILLING OUT THE BUILDING PERMIT APPLICATION:**

- ⇒ **A BUILDING PERMIT IS REQUIRED FOR ALL NEW RESIDENTIAL STRUCTURES, ADDITIONS, INTERIOR AND EXTERIOR ALTERATIONS, ACCESSORY BUILDINGS AND SHEDS GREATER THAN 1000 SQ. FT., DECKS, POOLS, GARAGES, ROOF OR PATIO COVER ENCLOSURES OR ALTERATIONS, SPRINKLER SYSTEM, DEMOLITION OF ANY STRUCTURE OR REMOVAL OF AN UNDERGROUND STORAGE TANK** – Please complete ALL sections the permit application. This permit application will not be accepted until all sections are completed properly. If the section is not applicable, please mark on the application -- N/A.
- ⇒ **All APPLICATIONS MUST BE ACCOMPANIED WITH A SITE PLAN DRAWN TO SCALE** indicating the placement and dimension of the proposed structure, setbacks to all property lines and the placement of all existing structures on the property. A storm water and erosion control plan depicting all existing and proposed grading contours will be required for all in ground pools and new residential homes or structures over 1000 sq. ft. The permit application will not be accepted by Lower Providence Township until the required plans are provided at the time of application.
- ⇒ **ALL APPLICATIONS MUST BE ACCOMPANIED WITH TWO (2) SETS OF ARCHITECTURAL DESIGNED AND STAMP CONSTRUCTION DOCUMENTS OR STRUCTURAL FLOOR PLANS THAT COMPLY WITH THE PAUCC AND 2009 ICC BUILDING CODES AND ARE DRAWN TO SCALE WITH SUFFICIENT CLARITY AND DETAILED DIMENSIONS TO SHOW THE NATURE AND CHARACTER OF THE WORK TO BE PERFORMED. PLUMBING, ELECTRICAL AND OR HVAC PERMIT APPLICATIONS MUST ALSO ACCOMPANY THIS PERMIT APPLICATION. (If Applicable)**
- ⇒ When subcontractors are being used, please coordinate with them and submit all permit applications at the same time.
- ⇒ In addition, for new construction the following permits (2 copies) are required to be enclosed with the application:
- Complete plans, drawn to scale indicating all relevant systems
  - Floor plan of all floors including the basement
  - Elevations of all four sides, if applicable
  - Size, grade and type of lumber used for building members
  - Design load for the roof, floor etc
  - Specifications or callouts on plan to denote all materials used in construction of the structure
  - Specifications for plumbing, electrical and HVAC systems
  - Location of all smoke detectors
  - Materials and fire ratings where required by Code
  - Stair and guard rail details
  - Bedroom escape window sizing
- ⇒ **With the submission of any building permit, a contractor's license and or proof of PA Workman's Compensation must be on file with Lower Providence Township.**
- ⇒ **The property owner must sign the permit application before Lower Providence Township officially accepts the permit application. Lower Providence Township will only accept fax signatures of a property owner if a hard copy is supplied to the Township within forty-eight (48) hours of the actual application.**



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
[www.lowerprovidence.org](http://www.lowerprovidence.org)

- ⇒ **PLEASE NOTE:** The Township Building Code Inspector will conduct inspections of the proposed structure. All inspections **must be scheduled with Lower Providence Township by contacting the Codes Department at 610-539-2642 at least forty-eight (48) hours in advance of the requested inspection.** There may be additional conditions attached to the permit. Furthermore, upon issuance of the building permit, a copy of the required building code inspections will be attached to the permit. The applicant must call for a final inspection to receive a use and occupancy permit before using or occupying of the structure.
- ⇒ **Any changes to the placement of the structure on the approved site plan or within construction documents will void the application and issued building permit and will require a new building permit application.**
- ⇒ **It is highly recommended that the applicant and owner read the respective permit procedures and requirements for each type of permit before completing this application form.**



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

## RESIDENTIAL BUILDING PERMIT APPLICATION

I. PERMIT APPLICATION				
Street Address	Apt. or Tenant Address	City and State		Zip
Subdivision	Lot Number	Parcel Number	Zoning District	Construction Est. Value \$

II. TYPE OF RESIDENTIAL BUILDING PERMIT (Please check one:)		
<input type="checkbox"/> Accessory Bldg (Over 1,000 sq. ft.)	<input type="checkbox"/> Additions or Enclosures	<input type="checkbox"/> Interior Alterations
<input type="checkbox"/> Garage	<input type="checkbox"/> Deck	<input type="checkbox"/> Exterior Alterations
<input type="checkbox"/> Above Ground Pool <input type="checkbox"/> Hot Tub	<input type="checkbox"/> In-Ground Pool	<input type="checkbox"/> Patio. Roof Cover Only
<input type="checkbox"/> Sprinkler System	<input type="checkbox"/> New Residential Dwelling	<input type="checkbox"/> Demolition of Structure
Demolition: Asbestos Removal <input type="checkbox"/> Yes <input type="checkbox"/> No (IF YES, YOU MUST NOTIFY DEP)		

III. DESCRIPTION OF PROPOSED CONSTRUCTION

Property Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tenant: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

IV. STRUCTURAL-FRAME INFORMATION (Please check all that apply:)		
<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete	<input type="checkbox"/> Masonry
<input type="checkbox"/> Wood	<input type="checkbox"/> Other:	
V. EXTERIOR-WALL INFORMATION (Please check all that apply:)		
<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete	<input type="checkbox"/> Masonry
<input type="checkbox"/> Wood	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Other:

**PLEASE SEE REVERSE SIDE FOR MORE INFORMATION.**



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

VI. STRUCTURAL AND LOT CHARACTERISTICS		
PROPERTY SETBACKS	PROPOSED ALTERATIONS	DIMENSIONAL REQUIREMENTS
Street Frontage (Feet):	Stories (Number):	Lot Area (Sq. Ft.):
Front Setback (Feet):	Other Rooms (Number):	Building/Structure Area (Sq. Ft.):
Rear Setback (Feet):	Kitchen (Number):	Living Area (Sq. Ft.):
Left Setback (Feet):	Bedrooms (Number):	Parking Area (Sq. Ft.):
Right Setback (Feet):	Bathrooms (Number): Full      Partial	Total Impervious Coverage:
Height Above Grade (Feet):	Windows (Number):	Dimension of Structure (Length X Width)
	Fireplaces (Number):	
Est. Start Date:     /     /	Type of Heating:	Est. Finish Date:     /     /

VII. PROJECT DOCUMENTS (DRAWING & CALCULATIONS) submitted with application				
Type Drawings/Report	Submitted	Signed and Sealed	Date	Revision Date
Site Plan (2)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Structural Floor Drawings (2)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Mechanical Drawings (2)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Electrical Drawings (2)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		

**PLEASE NOTE:** The property owner(s) must sign this application to verify the contractor or tenant has permission from the property owner(s) to do all construction work authorized by the issuance of this permit. A site plan with the appropriate construction documents must accompany this application.

By signing this application, authorization is granted to any municipal representative of Lower Providence Township to access the above property as stated within this application at any time, without an administrative warrant, to inspect and verify that any proposed use and/or structural contained within this application and/or that exists on the above property complies with all Lower Providence Township zoning and building code ordinances. The application together with the signed site plan and construction documents is made part of this application by the undersigned. Furthermore, it is clearly understood and agreed to by the applicant and property owner that the Township office is not responsible for any property dimensions shown on the site plan and establishment of property lines is the sole responsibility of the property owner and applicant. The applicant and property owner also agree they are responsible for the replacement of any township road to township standards which is damaged during the building of the permitted structure and understands that the information provided on this application by the applicant(s) and property owner(s) is true and correct to the best of their knowledge or belief.

Date: \_\_\_\_\_ Signature of Applicant(s) \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Property Owner(s) \_\_\_\_\_ (Required)

REQUIRED OUTSIDE AGENCY APPROVALS: FOR INTERNAL USE ONLY		
<input type="checkbox"/> Water Company	<input type="checkbox"/> LPT Sewer Authority	<input type="checkbox"/> Montgomery County Dept. of Health
<input type="checkbox"/> Public Works Road Opening Permit	<input type="checkbox"/> PADEP	<input type="checkbox"/> Other -

TOWNSHIP TRACKING --FOR INTERNAL USE ONLY			
Application No:		Permit No:	



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

**PENNSYLVANIA WORKERS COMPENSATION INSURANCE COVERAGE  
 INFORMATION FORM**

*PLEASE READ DIRECTIONS CAREFULLY, Before filling out this form,*

DIRECTIONS: Please complete all sections. All blank spaces must be completed with the requested information and boxes must be checked as they pertain to your status with the Pennsylvania Workman's Compensation Insurance Law. If you are claiming an exemption, this form must be signed in front of a notary public. A building or zoning permit will not be issued by Lower Providence Township until this form is completed properly. **NOTE: If an exemption is claimed, this form will only be maintained in the Lower Providence Township records until December 31<sup>st</sup> of the year issued. It is the responsibility of the contractor to renew this form yearly. If the contractor wishes to provide a certificate of Workman's Compensation insurance, the contractor must notify their insurance company that Lower Providence Township is to be named as the policy certificate holder on the certificate.**

**ATTENTION: All Contractors must be Licensed in Lower Providence Township.**

Please provide your Township Contractor License number. \_\_\_\_\_

**The contractor for this building permit, in compliance with ACT 44 of 1993, hereby submits (please check one):**

- Certificate of Insurance (please attach)
- Certificate of Self-Insurance (please attach)
- Affidavit of Exemption (must be signed in front of a notary public)

- Name of Contractor \_\_\_\_\_
- Title of Company \_\_\_\_\_
- Address \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone# \_\_\_\_\_
- Contractor or policyholder's federal or state employer identification (EIN) number \_\_\_\_\_

If a Certificate of Insurance or Self-Insurance has been submitted, please complete the following:

- Name of Insurer or Self-Insurer \_\_\_\_\_
- Address \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone# \_\_\_\_\_
- Policy No. \_\_\_\_\_ Coverage Period Ends \_\_\_\_\_



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

**IF AN EXEMPTION IS BEING CLAIMED, PLEASE COMPLETE THE REVERSE SIDE AND SIGN IN THE PRESENCE OF A NOTARY PUBLIC:**

**Basis for exemption is (please check one):**

- The Contractor for this building permit is a sole proprietorship without employees
- The Contractor is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- All of the contractor's employees on the project are exemption religious grounds under Section 304.2 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- Other. Please explain: \_\_\_\_\_

**Please be aware of the following requirements under the Pennsylvania Workers' Compensation Act:**

- ⇒ This policy provides coverage for the requirements of the Workers' Compensation Act, the Occupational Disease Act, and, where applicable, the federal Longshore and Harbor Workers' Compensation Act.
- ⇒ The insurer has been notified that the municipality issuing the building permit is to be named a policy certificate holder.
- ⇒ Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
- ⇒ The contractor/policyholder will notify the municipality of any change in status, cancellation or expiration of workers' compensation coverage.
- ⇒ Violation of the Workers' Compensation Act or the terms of this information form will subject the contractor to a stop-work order and other fines and penalties as provided by law.

**My signature on behalf of or as the contractor as stated on this form constitutes my verification that the statements contained here are true, and that I am subject to the penalty of 18 Pa. C.S.A. 94904 relating to unsworn falsifications to Lower Providence Township Municipal representatives or authorities.**

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Name (Please Print) \_\_\_\_\_  
Title \_\_\_\_\_  
Name of Company \_\_\_\_\_

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_

seal

\_\_\_\_\_  
(Signature of Notary Public)

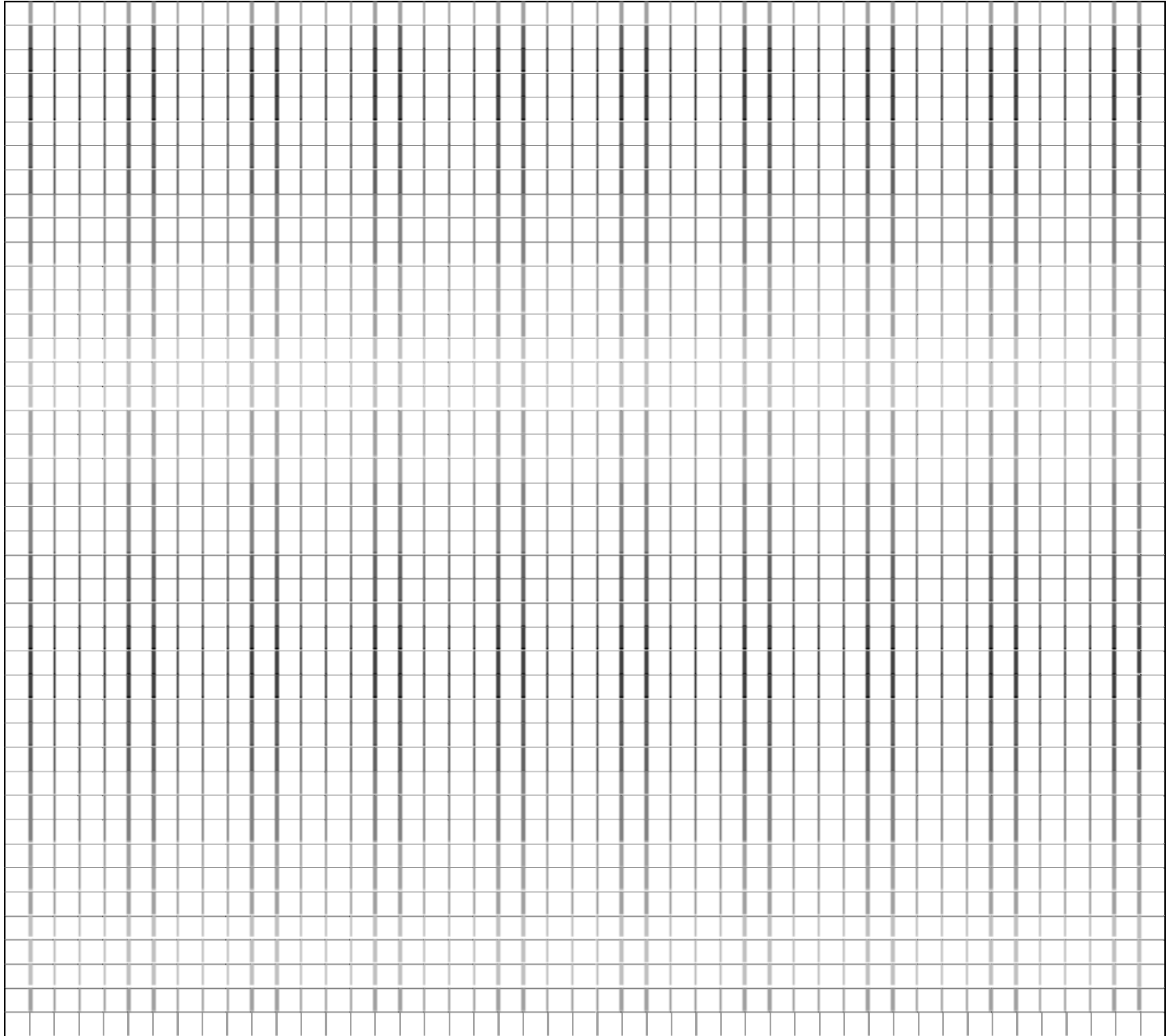
My Commission expires: \_\_\_\_\_



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

**(Show Lot Lines, Easements, Work Layout and Dimensions)**

<b>IV. SITE INFORMATION</b>							
Water Service:		<input type="checkbox"/> Public	<input type="checkbox"/> Private	Sewer Service:		<input type="checkbox"/> Public	<input type="checkbox"/> Private
Fuel Source:		<input type="checkbox"/> Electric	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> LPG Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> Other (List)	
<b>PLOT PLAN</b>							



**Include (2) Copies of Site Plan & (2) Sets of Structural Plans**

SCALE = 1 Inch \_\_\_\_\_ FEET



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

## **PLOT PLAN** **IMPERVIOUS COVERAGE**

### **IDENTITY OF THE PROPERTY**

Street Address or Parcel No.	
------------------------------	--

Lot Size	(sq. ft.)	
Driveway	(sq. ft.)	
Walkway	(sq. ft.)	
Buildings	(sq. ft.)	
Patio, Misc.	(sq. ft.)	

Total Existing Impervious:	
Proposed Construction (sq. ft.)	
Total:	

### **NOTE:**

- **IMPERVIOUS SURFACE** – Surfaces, which **do not** absorb water, including all buildings or paved or hard surfaces. In addition, other areas determined by the Township Engineer to be impervious within the meaning of this definition shall also be classified as impervious. For purposes of this definition that areas of a swimming pool or pond located inside the coping shall **not be classified** as impervious.
- **IMPERVIOUS SURFACE RATIO** – The total area of all impervious surfaces within a lot divided by the gross lot area.
- The Township Engineer has determined that brick/stone in sand structures (patios, walkways, etc.) are considered impervious.

(FOR USE BY LOWER PROVIDENCE TOWNSHIP)

### **IMPERVIOUS COVERAGE**

Total Impervious Surface & Existing	Proposed %	Sq. ft.
	Allowed %	Sq. ft.



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

**ELECTRICAL PERMIT APPLICATION**

**PERMIT NO.:**  
**DATE:**

**Owner:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Contractors Registration No.:** \_\_\_\_\_  
**Contractors/Applicant Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Owner Phone No.:** \_\_\_\_\_  
**Owner Cell No.:** \_\_\_\_\_

**Contractors Phone No.:** \_\_\_\_\_  
**Contractors Cell No.:** \_\_\_\_\_

**Location of Work:** \_\_\_\_\_  
**Type of Building:**     Residential     Commercial     Industrial  
**Used As:** \_\_\_\_\_

**Type of Work: (check one)**     New     Addition     Alteration     Repair     Other

**Total Cost of Electrical Work:** \_\_\_\_\_

Fixture:	Quantity:
Panel Size	
Alarm System	
Motors	
Ranges	
Air Heaters	
Baseboards	
Dryer	
Water Heater	
Ceiling Fans	
Ceiling Outlets	
Switches	
Plug Receptacles	
Smoke Detector Circuits	
GFI Outlets	
Lighting Fixtures	
Attic Fans	
Illuminated Signs	
Exist/Emergency Lighting	
Pool Pumps	
Spa	
Other	
Electrical Permit Fees	
PA UCC Surcharge Fee	\$4.00
Total Fees	

**An independent Electrical Underwriter must check all Electrical Work/Rough wire inspection before rough framing is inspected. Once the Underwriter has completed inspections, please call Lower Providence Township at (610)-539-2642 to schedule an inspection. Forty-eight (48) Hours Notice is required.**

By signing this application the contractor/Applicant certifies that all information given is correct and the property owner has authorized work. All work is to comply with 2009 ICC Codes. All work must be started within 6 months and completed within 1 year. Application is hereby made for a permit to install or alter electrical service and or systems and or heating systems on the premises described above. The information, which above, together with the electrical plan and or heating plan and or alarm plan, is made part of this application. By the undersigned, it is understood and agreed by this application that any error, misstatement or misrepresentation of material fact as contained in this application without approval of Lower Providence Township shall constitute sufficient ground for revocation of this permit and or prosecution or both.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date





**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

**PLUMBING PERMIT APPLICATION**

**PERMIT NO.:**  
**DATE:**

**Owner:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Contractors Registration No.:** \_\_\_\_\_  
**Contractors Name:** \_\_\_\_\_  
**Contractors Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Owner Phone No.:** \_\_\_\_\_  
**Owner Cell No.:** \_\_\_\_\_

**Contractors Phone No.:** \_\_\_\_\_  
**Contractors Cell No.:** \_\_\_\_\_

**Location of Work:** \_\_\_\_\_  
**Type of Building:**    Residential    Commercial    Industrial  
**Used As:** \_\_\_\_\_

**Type of Work: (check one)**    New    Addition    Alteration    Repair    Other

**Total Cost of Plumbing Work:** \_\_\_\_\_

Type:	Quantity:	Fees:
Stack		
Sink		
Bath		
Water Closet		
Lavatory		
Tank and Heater		
Laundry Tray		
Water Distribution System		
Floor Drain		
Sewage Ejector		
Fountain (Drinking)		
Sump Pump		
Shower		
Urinal		
Fire Sprinkler System		
Dishwashing Machine		
Garbage Grinder		
Washing Machine		
Special Waste		
Rainwater Leader		
Humidifier		
Miscellaneous Fixture		
<b>Total Fixtures</b>		
<b>Plumbing Permit Fees</b>		
<b>PA UCC Surcharge Fee</b>		<b>\$4.00</b>
<b>Total Fees</b>		

Please call Lower Providence Township at (610)-539-2642 to schedule an inspection. Forty-eight (48) Hours Notice is required. By signing this application the contractor/Applicant certifies that all information given is correct and the property owner has authorized work. All work is to comply with 2009 ICC Codes. All work must be started within 6 months and completed within 1 year. Application is hereby made for a permit to install or alter plumbing service and or systems on the premises described above. The information, which above, together with the plumbing plan, is made part of this application. By the undersigned, it is understood and agreed by this application that any error, misstatement or misrepresentation of material fact as contained in this application without approval of Lower Providence Township shall constitute sufficient ground for revocation of this permit and or prosecution or both.

\_\_\_\_\_  
 Contractor

\_\_\_\_\_  
 Date



**Lower Providence Township**  
100 Parklane Drive • Eagleville, PA. 19403  
Phone: (610) 539-8020 • Fax: (610) 539-6347  
www.lowerprovidence.org

## **NOTICE TO PROPERTY OWNERS**

### **Lower Providence Township CODE**

#### **Section 123-105: Drainage from sump pumps and unnatural water sources:**

- A. Water originating from other than natural sources, such as swimming pools, air conditioning units, sump pumps or other dry weather flow, wherever practical, shall be discharged into natural watercourses on the property by connecting directly into the nearest storm discharge system. These facilities may not be used for polluted matter.

#### **Section 123-109: Interface with flow of water:**

- B. No person shall dump, move or place any soil, bedrock or other material or divert or increase the flow of water so as to cause the same to be deposited upon or roll, flow or wash upon or over the premises of another without the express consent of the owner of such premises so affected or upon or over any public street, street improvement, road, sewer, storm drain, watercourse or right-of-way or any public property.

#### **Ordinance No. 523: Outdoor Lighting Regulations:**

- C. All outdoor lighting is to be shielded so that no light escapes above the horizontal or over the property boundary.

---

---

#### **The following alterations or repairs do not require Building, Electrical, Mechanical or Plumbing permits:**

1. Replacement of glass in any window or door. However, the replacement glass must be of a type and quality to meet the minimum code requirement.
2. The installation and replacement of any energy efficient window or door, including garage doors, placed in the same opening without altering the framing of the original opening. This includes storm windows and storm doors. A new window or door shall be of the same type and operation as the existing and shall not reduce the minimum requirements of the code for means of egress and emergency escape, and energy conservation.
3. The following items also do not require permits:
  - a. Air conditioners (package equipment)
  - b. Cabinets – kitchen and bathroom
  - c. Doorbells
  - d. Fans
  - e. Faucets and valves (working parts)
  - f. Molding
  - g. Paint
  - h. Rain gutters and leaders
  - i. Roofing (non-structural work)
  - j. Siding
  - k. Trim
  - l. Toilets
  - m. Wallpaper
  - n. Window screens

Simple repairs and replacements of like items do not require permits. If in doubt, consult with the Lower Providence Township Codes Department by contacting them at 610-539-2642.



**Lower Providence Township**  
 100 Parklane Drive • Eagleville, PA. 19403  
 Phone: (610) 539-8020 • Fax: (610) 539-6347  
 www.lowerprovidence.org

### CHANGE OF SUBCONTRACTOR APPLICATION

Due to the Pennsylvania Workers Compensation Insurance regulation, all change in subcontractors must provide proof of insurance and a current copy of their license to operate in Lower Providence Township with this change of application.

Job Location:	Permit No:
---------------	------------

General Contractor:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-mail:		License No.:	

#### To Replace #1

Subcontractor No. 1:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-mail:		License No.:	
<input type="checkbox"/> Electrical	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Plumbing	

#### With Subcontractor #2

Subcontractor No. 2:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-mail:		License No.:	

#### Signatures Required

Property Owner:		Date:	
Individual Responsible for Property:		Date:	
General Contractor:		Date:	
No. 2 Subcontractor:		Date:	