

EAST PIKELAND TOWNSHIP BUILDING PERMIT REQUIREMENTS

1. The applicant must complete a Building Permit Application (attached). All questions must be completed since all information provided determines issuance of the permit.
2. Building plans (2 sets) and materials list must be submitted with the application.
3. A **Plot Plan** on a separate sheet showing size and location of all structures, either on-lot sewage or public sewer tie in, on-lot water well and distance to property lines (hand drawn is acceptable).
4. Copy of Worker's Compensation Certificate (see attached form).
5. A copy of the Erosion and Sedimentation Plan **and/or** approval letter from the County is required if more than 500 square feet of land is being disturbed (i.e. new construction, addition, driveway, etc.).
6. A Grading, Erosion Control, Stormwater Management Plan is required for all earth disturbance, paving, and new structures (per Ordinance 101). This plan may need to be prepared by a design professional. A Tree Removal Permit must be obtained in conjunction with any land disturbance when trees will be removed. This includes included excavation for swimming pools.
7. If the application is for a new home, a septic system permit issued by the Chester County Health Department (610-344-6225) or evidence of a tapping or connection fee being paid to Valley Forge Sewer Authority (610-935-1553) must be submitted with the application.
8. Connections to public sewer: In addition to the building sewer inspection, the applicant must also schedule the required Valley Forge Sewer Authority inspection by contacting Pete Eisenbrown at (610) 987-9290 at least 72 hours in advance.
9. If the application is for a new home not serviced by public water, a copy of the well permit issued by the Chester County Health Department (610-344-6225) must be attached.
10. A Road Opening permit may be required for excavating a sewer tap or water tap. Check with the East Pikeland Township office for requirements.
11. Any application involving a property with an on lot septic system may require a County Sewage Permit. If the application is for a residential building involving bedrooms or any commercial building the Chester County Health Department (610-344-6225) must also verify by letter the adequacy of the existing on lot septic systems prior to the issuance of the permit.
12. When an Electrical Permit is required with residential and commercial building permits, the application should be provided with the building permit application. Electrical Permit fees cover the required electrical inspections by the Township Building Inspector and

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utility company cut-in cards. No additional third party electrical inspections are necessary.

13. When a Plumbing Permit is required with residential and commercial building permits, the application should be provided with the permit application.
14. A Driveway Permit is required for any new driveway, or widening of an existing driveway. If the driveway abuts a State Road, a PennDOT Highway Occupancy Permit is required.
15. The applicant should have stakes placed at the corners where the structure is to be built. The building inspector will check this stakeout before the building permit is issued.
16. If the proposed construction is for a Non-Residential building or use, and involves sewage, parking or stormwater management, a Land Development Plan will be required.
17. For construction of a Non-Residential building, two (2) sets of construction drawings to which an architect or engineer has applied his seal must be submitted.

Businesses are required to post their address number on any ground or elevated sign. The size of the address numbers must be at least 4 inches.

Most Permit fees are based on square footage using the rate in the Township Schedule of Fees. Payment is required upon ISSUANCE of permit and prior to construction. All fees shall be payable to "East Pikeland Township".

Permits shall be granted, or refused, within thirty (30) days after the written application has been submitted and determined complete. Permits are issued for one (1) year and may be renewed annually for three (3) years.

East Pikeland Township does not require contractors to be licensed with the township.

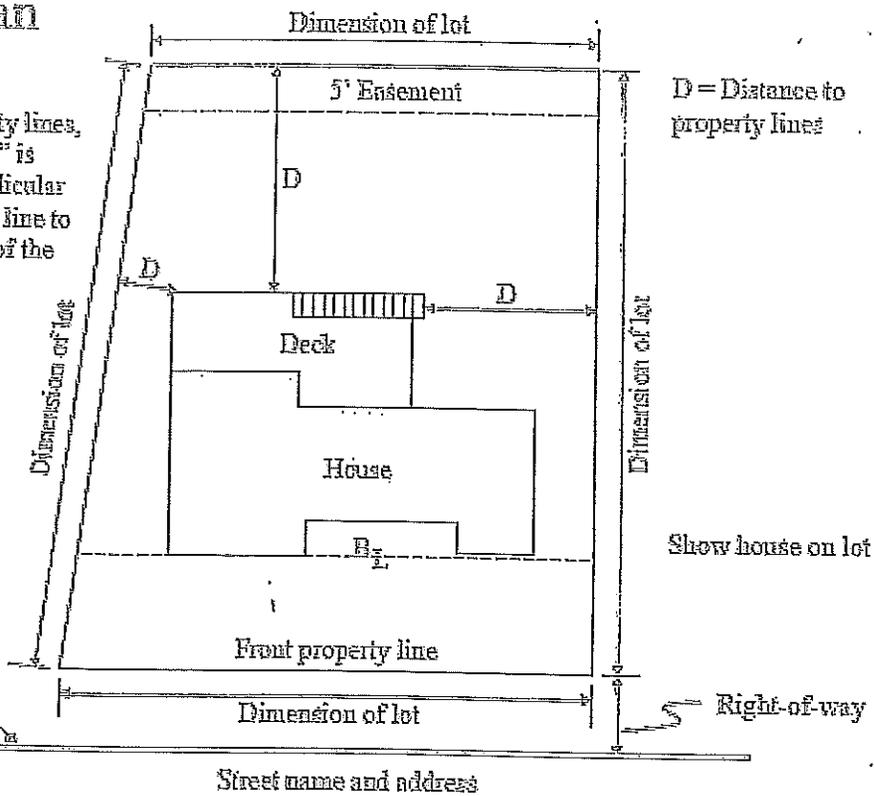
Remember you are required to contact PA ONE CALL three business days before you dig, drill or blast. (800) 242-1776 or 8-1-1. www.paonecall.org.

Site Plan

On angled property lines, the dimension "D" is measured perpendicular from the property line to the nearest point of the structure

Don't forget to show easements and building lines on your site plan,

Back of curb



SAMPLE SITE PLAN

**EAST PIKELAND TOWNSHIP
UNIFORM CONSTRUCTION
BUILDING/ZONING APPLICATION**

LOCATION OF PROPOSED WORK OR IMPROVEMENT

SITE ADDRESS: _____

Tax Parcel: _____ Lot Size: _____ Lot No. _____

Name of Subdivision or Land Development: _____

Zoning District: _____ Phase: _____ Section: _____

OWNER/APPLICANT: _____ Phone No: _____

Address: _____

Email: _____ Fax No. _____

CONTRACTOR: _____ Phone No: _____

Address: _____

Email: _____ Fax No. _____

PA Contractor Registration No. _____

ARCHITECT: _____ Phone No: _____

Address: _____

Email: _____ Fax No. _____

TYPE OF WORK OR IMPROVEMENT (Check all that apply)

- New Building Addition Alteration Repair Demolition
 Foundation Only Driveway Deck (30" ^ground) Shed/Garage (=> 500sf)
 Change of Use Mechanical Electrical Plumbing Sign Other

Describe the proposed work: _____

ESTIMATED COST OF CONSTRUCTION (Reasonable fair market value): \$ _____

**EAST PIKELAND TOWNSHIP
UNIFORM CONSTRUCTION
BUILDING/ZONING APPLICATION**

DESCRIPTION OF BUILDING USE (Check one)

RESIDENTIAL: One-Family Dwelling Two-Family Dwelling Multi-Family 3+units

NON-RESIDENTIAL: Specify Use: _____

Change of Use: Yes No If change of use, previous use: _____

BUILDING CHARACTERISTICS

Number of Residential Dwelling Units: Existing _____ Proposed _____

Mechanical: Type of Heating, Ventilating and/or AC (i.e. electric, gas, oil, etc.): _____

Water Service: Public (Copy of Authority approval) Private (Copy if County Permit)

Sewer Service: Public (Copy of Authority approval) Private-Permit # _____

Does or will your building contain any of the following:

Fireplace Elevator/Escalator Sprinkler System Refrigeration System

BUILDING DIMENSIONS

Existing Building Area: _____ Sq. Ft. Number of Stories: _____

Proposed Building Area: _____ Sq. Ft. Height of Structure ^Grade: _____

Total Building Area: _____ Sq. Ft. Area of Largest Floor: _____ sf.

FLOODPLAIN

Is the site located within an identified flood hazard area? Yes No

Will any portion of the flood hazard area be developed? Yes No

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3.

Lowest Floor Level: _____

**EAST PIKELAND TOWNSHIP
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HISTORIC SIGNIFICANCE

If the site is classified as a Historic Resource any exterior renovation or construction requires review and approval by the East Pikeland Historic Commission. (Attach approval letter).

Is the site an acknowledge Historic Resource Yes No

Is the site located within a Historic District? Yes No

If construction is proposed within a Historic District, a Certificate of Appropriateness is required.

APPLICANT ACKNOWLEDGEMENT

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and the PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assume the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances or the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner or lessee of the building or structure, or agent of either, or by the registered design professional employed in connection with the proposed work.

I certify the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Owner/Authorized Agent

Print Name

Date

Township Approval:

Approval Signature

Permit Number

Date

**PLANS MUST BE ATTACHED TO PERMIT APPLICATION
REFER TO CHECKLIST TO DETERMINE ADDITIONAL REQUIREMENTS
PAYMENT IS REQUIRED WHEN THE PERMIT IS ISSUED**

**EAST PIKELAND TOWNSHIP
UNIFORM CONSTRUCTION
BUILDING/ZONING APPLICATION**

Workers' Compensation Insurance Coverage Information

A. REQUIRED BY ALL APPLICANTS

Is the applicant a contractor within the meaning of the Pennsylvania Worker's Compensation Law? YES NO

If yes, complete Sections B, C, D, E below as appropriate.

If no, complete Section E.

B. APPLICANT INSURANCE INFORMATION

Applicant Name:

Employer Identification Number:

Worker's Compensation Insurer:

Policy Number:

Qualified Self-Insurer? YES NO
If yes, attach certificate.

Policy Expiration Date:

C. SUBCONTRACTOR INSURANCE INFORMATION

Is a subcontractor(s) being used on this project? YES NO

If yes, the applicant hereby certifies that any and all subcontractors have presented proof to the applicant of insurance under the Pennsylvania Workers' Compensation Act.

D. EXEMPTION

Complete Section D if the applicant is a contractor claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide worker's compensation insurance under the provisions of the Pennsylvania Worker's Compensation Law for one of the following reasons, as indicated:

- Contractor with no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to East Pikeland Township.
- Religious exemption under the Workers' Compensation Law.

Subscribed and sworn before me this _____ day
of _____, 20 ____.

Notarial Seal:

E. SIGNATURE REQUIRED FOR ALL APPLICANTS

Applicant Signature:

Address:

County:

Municipality:

BUILDING PERMITS.

Applicants for permits to be issued under the Uniform Construction Code shall pay the fee or fees prescribed below.

Mandated fee under the Uniform Construction Code for any construction or building permit package issued is \$4.00 per project.

For projects with earth disturbance over 500 square feet, a Grading Permit and Stormwater Management Plan are required in accordance with Chapter 22 of the Code of Ordinances.

ALL FEES REFERENCED WITHIN THIS SECTION SHALL BE DOUBLED IF THE PROJECT IS STARTED WITHOUT THE APPLICABLE PERMITS AND/OR APPROVALS.

A. Zoning Permits

A Zoning Permit is required and payable with the building permit fee for all new construction, including additions, alterations, pools, decks and accessory structures. A Zoning Permit is also required in conjunction with every change in the use of land.

Unless otherwise noted, the Zoning Permit fee is \$75.00.

B. Building Permits – Fees are payable when permit is issued.

Definition of Usable Floor Area - includes, but not limited to, living areas, porches, decks, patios, attics, basements, garages and crawl spaces over six (6) feet in height.

1. Residential Construction (One and Two Family Dwelling Construction):

- a. New Construction for Residential Dwellings: \$.35 for each square foot of usable floor area. Minimum permit fee is \$300.00.
- b. Residential Additions and Attached Garages: under 800 square feet = \$250.00
800 square feet and over (total area each level) = \$.35 per square foot.
- c. Detached Garage, Pole Barn or Accessory Structure 500 square feet and over: \$.35 per square foot (total area, each level).
- d. Manufactured Residential Dwellings (includes mobile homes on foundation): \$250.00 (fee includes zoning, plumbing, electrical)
- e. Alterations, Renovations or Modifications: For the first one thousand dollars (\$1,000.00) of estimated cost, or fractional part thereof, the sum of twenty-five dollars (\$25.00) and for each additional one thousand dollars (\$1,000.00) or fraction of estimated cost, the additional sum of fifteen dollars (\$15.00) per thousand. Minimum building permit fee of \$150.00.

2. Non-Residential and Multi-Family Residential Construction

- a. Non-Residential Alterations, Renovations, Modifications Tenant Fit-Out:
\$200.00 Review Fee due at time of submission for review of the application and plan, PLUS 3% of the estimated project construction cost (payable when the permit is issued). A certified estimate must be provided with the application. The Review Fee will be credited toward the actual permit fee when the permit is issued. The Review Fee is non-refundable, even if the applicant does not proceed with the permit process.

- b. New Non-Residential Construction:
\$500.00 Review Fee due at time of submission for review of application, PLUS \$.35 per square foot of building or structure (payable when permit is issued). A certified estimate, bid or quote must be provided with the application. Review Fee is non-refundable, even if the applicant does not proceed with the permit process.
- c. Non-Residential Roof Repair or Replacement: \$500.00
- 3. Accessory Structures (includes, but is not limited to a garden shed, gazebo, pergola, greenhouse, detached garage, barns and stables, under 500 square feet. For accessory structures 500 square feet or over refer to Section B.1.c. Above-ground swimming pools, tennis and other sport courts are also accessory structures. Structures over 200 square feet must be anchored.

Portable up to 499 square feet: Zoning Permit = \$100.00
- 4. Deck less than 30" from the ground issued as a Zoning Permit = \$100.00
Deck over 30" above grade requires a building permit = \$.35 per square foot; minimum permit fee \$100.00
- 5. Demolition of a residential structure: \$100.00 per structure
Demolition of a non-residential structure: \$200.00 per structure
- 6. Driveway Permit : \$100.00
- 7. Erosion, Sedimentation Control and Stormwater Management
E&S Plan Review Fee: \$500.00, plus Grading Permit Fee: \$500.00
For projects with earth disturbance over 500 square feet, a Grading Permit, E&S Controls and Stormwater Management Plan are required in accordance with Chapter 22 of the Code of Ordinances. See Chapter 22 for Agreement and Escrow requirements. Inspection failures will be billed for any additional reviews and inspections that exceed the escrow.
- 8. Fuel Storage Tanks: \$100.00 for removal or installation of a fuel tank.
- 9. Sign Permit: \$50.00 plus \$20.00 for each \$1,000.00 of estimated cost of the sign
- 10. Swimming Pools:
 - a. Above-ground pools fall under Accessory Structures. (See 3 above)
 - b. In-ground pools: \$.35 per square foot. Minimum permit fee = \$250.00
 - c. Swimming pools with electrical hook-up also require an electrical permit
- 11. Temporary Buildings: Same as new buildings.
- 12. Wireless Communications Facilities (Tower and Non-Tower Based)
A building permit is required for placement or modification of any structure. An electrical permit is required for all WCF's. (refer to applicable fees)
- 13. **Re-Inspection Fee for All Permits: \$100 each re-inspection. No U&O will be issued until all re-inspection fees are paid in full.**

C. Plumbing Permits

- 1. Residential:
 - a. New Residential Construction: \$125.00 per home (covers all plumbing inspections)

b. Additions and Alterations: \$7.00 per fixture or trap.

2. Non-Residential:

- a. New Construction: \$150.00 for up to 5 traps, plus \$2.00 for each additional trap.
- b. Additions and Alterations: Minimum permit fee of \$200.00, plus \$.35 per square foot for first 10,000 square feet of each area where plumbing is located.

3. Any plumbing work that requires a permit not listed elsewhere: \$100.00

D. Electrical Permits (includes rough and final inspection):

- 1. Residential Electrical Wiring and Re-wiring \$100.00
- 2. Residential Service Upgrade \$100.00
- 3. Residential Permanent Generator \$160.00
- 4. Non-Residential Electrical \$250.00, plus \$.25 per electrical device
- 5. Solar Panel System \$250.00
- 6. Swimming Pools \$100.00

E. Mechanical Permits

\$200.00 per system for the first 200 linear feet, plus \$.25 each additional linear foot
\$.50 per fire damper.

F. Fire Suppression System: Residential and Non-Residential

- 1. Sprinkler Systems: \$100.00, plus \$.25 per sprinkler head
- 2. Standpipe: \$100.00 each
- 3. Wet/Dry/Carbon Dioxide: \$100.00 up to 100 lbs and \$.75 each pound over
- 4. Commercial Cooking System: \$150.00 per system (hood, duct and suppression)

Don't Let Storm Water Run Off With Your Time and Money!

What the Construction Industry Should Know About Storm Water In Our Community

The construction industry plays an important role in improving our community's quality of life by not only providing new development, but also protecting our streams and rivers through smart business practices that prevent pollution from leaving construction sites.

Storm water runoff leaving construction sites can carry pollutants such as dirt, construction debris, oil, and paint off-site and into storm drains. In our community, storm drains carry storm water runoff directly to local creeks, streams, and rivers with no treatment. Developers, contractors, and homebuilders can help to prevent storm water pollution by taking the following steps:

1. Comply with storm water permit requirements.
2. Practice erosion control and pollution prevention practices to keep construction sites "clean."
3. Conduct advanced planning and training to ensure proper implementation on-site.

The remainder of this fact sheet addresses these three steps.

Storm Water Permit Requirements for Construction Activity

Planning and permitting requirements exist for construction activities. These requirements are intended to minimize storm water pollutants leaving construction sites.

- Pennsylvania's Erosion and Sediment Pollution Control Program (25 Pa. Code, Chapter 102) requires Erosion and Sediment Control Plans for all earth disturbing activities.
- The National Pollutant Discharge Elimination System (NPDES) Permit Program (25 Pa. Code, Chapter 92) requires that construction activities disturbing greater than one acre submit a Notice of Intent for coverage under a general NPDES permit.



Knowing your requirements before starting a project and following them during construction can save you time and money, and demonstrate that you are a partner in improving our community's quality of life. For more information about these programs, contact your local county conservation district office or the Department of Environmental Protection.

Erosion Control Practices:

- Perimeter controls (e.g. silt fence)
- Sediment traps
- Immediate revegetation
- Phased, minimized grading
- Construction entrance
- Protection of streams and drainage ways
- Inlet protection



An Ounce of Prevention

Rain that falls onto construction sites is likely to carry away soil particles and other toxic chemicals present on construction sites (oil, grease, hazardous wastes, fuel). Storm water, if not properly managed, carries these pollutants to streams, rivers, and lakes. Erosion and sediment control practices can serve as a first line of defense,

Pollution Prevention Practices:

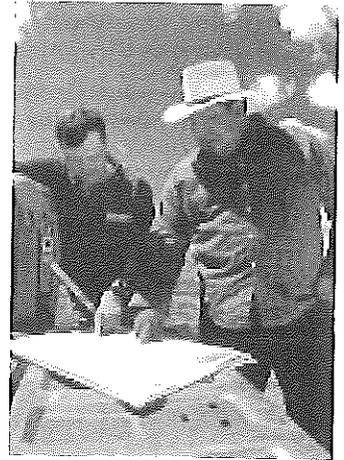
- Designated fueling and vehicle maintenance area away from streams.
- Remove trash and litter.
- Clean up leaks immediately.
- Never wash down dirty pavement.
- Place dumpsters under cover.
- Dispose of all wastes properly.

minimizing clean up and maintenance costs, and the impacts to water resources caused by soil erosion during active construction. Erosion controls can reduce the volume of soil going into a sediment control device, such as a sediment trap, therefore, “clean out” frequencies are lower and maintenance costs are less. When possible, divert water around the construction site using berms or drainage ditches.

In addition, use pollution prevention and “good housekeeping measures” to reduce the pollution leaving construction sites as well. This can be as simple as minimizing the pollution source’s contact with rainwater by covering it, maintaining a “clean site” by reducing trash and waste, and keeping vehicles well maintained.

The Best Laid Plans

Plans such as erosion and sediment control plans and storm water pollution prevention plans are important tools for outlining the erosion control and pollution prevention practices that you will use to manage storm water runoff prior to breaking ground. Developing good plans allows for proper budgeting and planning for the life of the project. Proper installation and maintenance of erosion and storm water controls is essential to a plan that works. Training for on-site staff helps to ensure the proper installation and maintenance of erosion controls and pollution prevention practices. Inspect controls and management techniques regularly to ensure they are working, especially after storm events. If polluted storm water is leaving the site, you may need to repair or add additional storm water controls.



The Bigger Storm Water Picture

Your community is preventing storm water pollution through a comprehensive storm water management program. This program addresses storm water pollution from construction, but it also deals with new development, illegal dumping to the storm sewer system, and municipal operations. It will also continue to educate the community and get everyone involved in making sure the only thing that storm water contributes to our streams is . . . water! Contact your community or the Pennsylvania Department of Environmental Protection for more information about storm water management.

For more information:

Pennsylvania Association of Conservation District's:
<http://www.pacd.org/default.html>

Pennsylvania Handbook of Best Management Practices for Developing Areas:
http://www.pacd.org/products/bmp/bmp_handbook.html

Storm Water Manager's Resource Center:
<http://www.stormwatercenter.net>

Pennsylvania Department of Environmental Protection:
<http://www.dep.state.pa.us>

