

Borough of Collegeville
491 E. Main Street
Collegeville, PA 19426
610.489.9208 – 610.489.6661 (fax)
www.collegeville-pa.gov

1. DRIVEWAY, SIDEWALK & CURB ZONING PERMIT APPLICATION

Street, City, State, Zip

For Borough Use Only

Parcel No.

Block & Unit

Zoning District

2. IDENTIFICATION

Property Owner: _____

Address: _____

Cell Phone: _____

Other Phone: _____

E Mail: _____

Tenant: _____

Address: _____

Cell Phone: _____

Other Phone: _____

E Mail: _____

Contractor: _____

Address: _____

Cell Phone: _____

Other Phone: _____

E Mail: _____

3. TYPE OF ZONING PERMIT (Please check one)

☐ Driveway

☐ Sidewalk

☐ Curb

☐ Repair/Replacement

☐ Alterations

4. DESCRIPTION OF PROPOSED CONSTRUCTION

Square Footage of Construction Area:

Construction/Improvement Costs:

Permit Fee (See Fee Schedule):

5. STRUCTURAL AND LOT CHARACTERISTICS (Complete only those that apply)		
PROPERTY SETBACKS	PROPOSED ALTERATIONS	DIMENSIONAL REQUIREMENTS
Street Frontage (Feet):	Stories (#):	Lot Area (Sq. Ft.):
Front Setback (Feet):	Other Rooms (#):	Building/Structure Area (Sq. Ft.):
Rear Setback (Feet):	Kitchen (#):	Living Area (Sq. Ft.):
Left Setback (Feet):	Bedrooms (#):	Parking Area (Sq. Ft.):
Right Setback (Feet):	Bathrooms (#):	Total Impervious Coverage:
Height Above Grade (Feet):	Windows (#):	Dimension of Structure (Length X Width):
	Fireplaces (#):	Total of Work Area (Sq. Ft.):
	Type of Heating:	

6. PROJECT DOCUMENTS – DRAWINGS AND CALCULATIONS (Submitted with Application)				
Type of Drawings	Submitted	Signed and Sealed	Date	Revision Date
Site Plan (2)	☐ Yes ☐ No	☐ Yes ☐ No		

IMPERVIOUS COVERAGE

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 surfaces are surfaces which do not absorb water, including all buildings or paved or hard surfaces.

PLEASE NOTE:

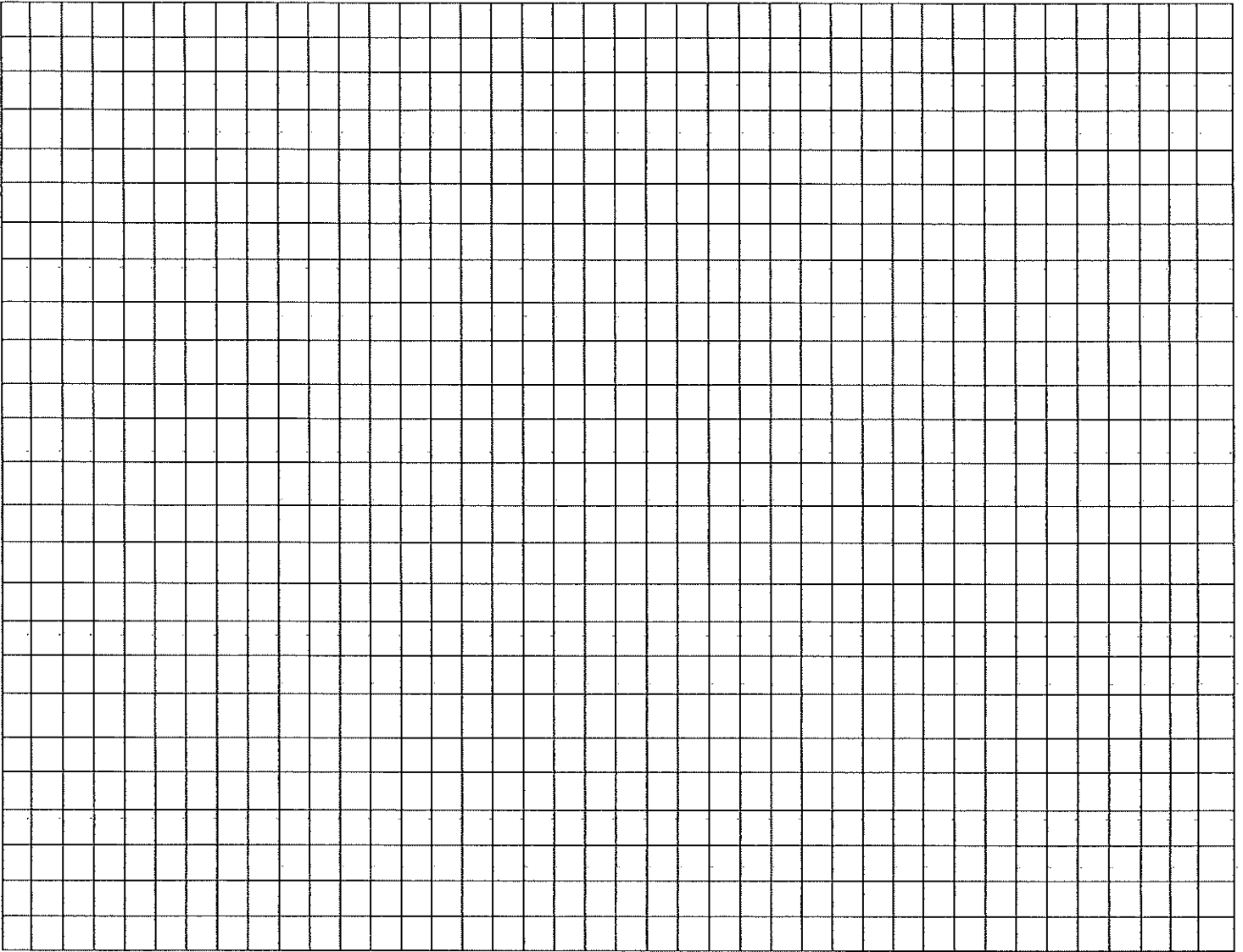
Deposit of check representing the fee for this application does not constitute approval of or granting of same by Collegeville Borough. Property owner(s) must sign this application to verify the contractor or tenant has permission from the property owner(s) to do all construction work authorized by the issuance of the permit.

Signature of Applicant(s): _____ Date: _____

Signature of Property Owner(s): _____ Date: _____
(required)

Validation (Borough Use Only)			
Permit No.	Permit Issued:	Permit Fee:	Check No.

PLOT PLAN



Include two (2) copies of site plan and two (2) sets of structural plans
Scale = 1" _____ ft.

Permit Application Instructions

- **A Zoning Permit is required for all new driveways, sidewalks & curbs including renovations.** Please complete **ALL** sections of the permit application. This permit application will not be accepted until all sections are completed properly. If the section is not applicable, please indicate that on the application.
- **ALL contractors must submit a certificate of insurance listing Collegeville Borough as an additional insured.** Also, proof of Workmen's Compensation must be submitted.
- 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. The permit application will not be accepted without the required plans at the time of the application.
- All applications must be accompanied with two (2) sets of plans and specifications. Cross section information must be completed on the attached cross section sheet.
- All permit fees must be submitted with the Permit applications.

- NOTES:
1. SIDEWALKS SHALL BE DUG DOWN EIGHT INCHES BELOW FINISH GRADE. A FOUR-INCH (4") LAYER OF AGGREGATE 2A STONE OR EQUAL AS DETERMINED BY THE BOROUGH INSPECTOR SHALL BE PUT IN PLACE AND WELL TAMPED. FOR REPLACEMENT SIDEWALKS, EXISTING BASE MATERIAL SHALL BE REMOVED AND REPLACED WITH AGGREGATE 2A STONE OR EQUAL AS DETERMINED BY THE BOROUGH INSPECTOR.
 2. JOINTS SHALL BE MADE EVERY FOUR FEET BY CUTTING ONE INCH DEEP. EVERY FOURTH JOINT SHALL BE A 1/2 INCH EXPANSION JOINT. ALL JOINTS SHALL BE AT RIGHT ANGLES TO THE LINES OF THE SIDEWALK.

SAMPLE PLOT PAN

SHOW ALL SETBACKS, LOCATIONS OF PROPOSED IMPROVEMENTS
AND ALL PHYSICAL CHARACTERISTICS OF PROPERTY

