



Building Construction Multi-Use Permit & Zoning Application

4 W Lancaster Ave Downingtown, PA 19335 610.269.0344 EXT 208

Residential Application Fee - \$75.00 / Non-Residential Application Fee - \$150.00

PROPERTY INFORMATION:	
Site Address:	
Zoning District	Parcel ID:
FEMA Floodplain: (circle one) Yes No <i>Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the Borough Floodplain regulations, National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act166-1978)</i>	Historic District (Circle one) Yes No <i>If construction is proposed within the Historical District, Borough Council approval may be required.</i>
Building Description: Residential Commercial Other	
Sewer: Public Private	Sprinklers: Yes No
Water: Public Private	Alarm: Yes No
DESCRIPTION OF WORK:	

OWNER INFORMATION:	
Name:	Phone Number:
Address:	E-Mail:

PERMIT # _____

APPLICANT INFORMATION:		☐ Check if same as Owner
Name:		Phone Number:
Address:		E-Mail:
ESTIMATED COST OF CONSTRUCTION:		SQUARE FOOTAGE OF PROJECT:
Est Start Date:	Est. Finish Date:	Floor Area (Sq. Ft.)

CERTIFICATION: I hereby certify that I am the owner of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Borough's Inspector shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

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 PA Act 45(Uniform Construction Code) and any additional approved building code requirements adopted by the Borough. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, right-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 of the Borough or any other governing body. The applicant certifies he/she understands all the applicable codes 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.

Certificate of Occupancy.

§ 403.46(a) A building, structure or facility may not be used or occupied without a certificate of occupancy issued by a building code official.

§403.46(d) A building code official may suspend or revoke a certificate of occupancy when the certificate was issued in error, on the basis of incorrect information supplied by the permit applicant or in violation of the Uniform Construction Code. Before a certificate of occupancy is revoked, a building owner may request a hearing before the board of appeals under§ 403.122 (relating to appeals, variances and extensions of time).

A permit may be denied in accordance with the rules outlined in Act. 90 of 2010, the Neighborhood Blight Reclamation and Revitalization Act, as adopted by the Code of the Borough of Downingtown.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

Address

Date

TYPE OF PROJECT:		Check all that apply:		
☐ New Building*	☐ Addition*	☐ Alteration	☐ Repair	☐ Demolition
☐ Foundation Only	☐ Change of Use	☐ Plumbing	☐ Mechanical	☐ Electrical [including Solar]
☐ Accessory Structure* – Shed (under 200 sq. ft do not require a construction permit)	☐ Deck/Patio*	☐ Sign*	☐ Pool/Spa*	☐ Garage*
Other:				

COMPLETE THIS SECTION IF THERE IS AN INCREASE IN BUILDING COVERAGE AND/OR IMPERVIOUS COVERAGE.

PROPERTY INFORMATION	
LOT AREA SQUARE FOOTAGE:	MAXIMUM IMPERVIOUS SURFACE:
EXISTING BUILDING COVERAGE	PROPOSED BUILDING COVERAGE (%)
EXISTING IMPERVIOUS SURFACE (SQUARE FOOT):	PROPOSED ADDITIONAL IMPERVIOUS SURFACE (SQUARE FOOT):
TOTAL IMPERVIOUS SURFACE WITH PROJECT:	
FRONT YARD SETBACK (FT)	SIDE YARD SETBACK (FT)
REAR YARD SETBACK (FT)	FLOOR AREA (SQ. FT):
IF GARAGE OR SHED (BUILDING HEIGHT):	

NOTE: [§ 121-6Application for license; decal; renewal; temporary parking placard.](#)

A. For the license year beginning July 1, 1990, and for each license year thereafter, every person desiring to continue to engage in or hereafter to begin to engage in the business of acting as a contractor in the Borough shall, on or before the first day of July of the license year or prior to commencing business in such license year, make application for a license to act as a contractor in the Borough. Such license shall be obtained by the completion of an application form furnished by the Code Enforcement Officer, the payment of a license fee and satisfactory proof of insurance as set forth hereafter in this chapter. Each application for a license shall be signed by the applicant, if a natural person, and, in the case of an association or partnership, by a member or partner thereof and, in the case of a corporation, by an officer thereof.

BUILDING SECTION CONTRACTOR INFORMATION:					
BUSINESS NAME:					
Last Name:		First Name:		Phone Number:	
Street:		City, State, Zip:			
E-Mail:					
DOES OR WILL YOUR BUILDING CONTAIN ANY OF THE FOLLOWING:					
Bed Rooms (Number)		Stories (Number)		Street Frontage (feet)	
Full Baths (Number)		Building Area (sq.ft.)		Front Setback (feet)	
Partial Baths (Number)		Living Area (sq.ft.)		Rear Setback (feet)	
Garages (Number)		Basement Area (sq.ft.)		Left Side Setback (feet)	
Garage Area (sq.ft.)		Office/Sales (sq.ft.)		Right Side Setback (feet)	
Outside Parking Spots		Service (sq.ft.)		Height Above Grade (feet)	
Elevator / Escalator / Lift					
				Estimated Value:	

IF THE PROJECT INCLUDES MULTIPLE TRADES, THE FOLLOWING SECTION(S) MUST BE COMPLETED

MECHANICAL CONTRACTOR INFORMATION:					
BUSINESS NAME:					
Last Name:		First Name:		Phone Number:	
Street:		City, State, Zip:			
E-Mail:					
MECHANICAL PERMIT APPLICATION:			Insert the number of fixtures being installed, replaced, or repaired:		
Furnace		Incinerator		Air Handling Unit	
Split System A/C		Boiler		Heat Pump	
Gas/Oil Conversion		A/C Compressor		Air Cleaner	
Space Heater		Wall HVAC Unit		Hazardous Exhaust System	
OTHER:			Estimated Value:		

PLUMBING CONTRACTOR INFORMATION:			
BUSINESS NAME:			
Last Name:		First Name:	Phone Number:
Street:		City, State, Zip:	
E-Mail:			
PLUMBING PERMIT APPLICATION:		Insert the number of fixtures being installed, replaced, or repaired:	
Tub/Shower	Shower Stall	Sinks	Water Pump
Toilets	Urinals	Laundry Tub	Water Heater
Garbage Disposal	Dishwasher	Water Softener	Miscellaneous Fixtures
Floor Drains	Drinking Fountain	Back Flow Preventers	Water Service
Sewer Connection	Sewage Ejectors	Sump Pump	Sewer Line
Garbage Disposer	Water/Oil Separator	Humidifier	OTHER
			Estimated Value:

ELECTRICAL CONTRACTOR INFORMATION:			
BUSINESS NAME:			
Last Name:		First Name:	Phone Number:
Street:		City, State, Zip:	
E-Mail:			
ELECTRICAL PERMIT APPLICATION:		Insert the number of fixtures being installed, replaced, or repaired:	
Switches	Lighting	Receptacles	Dishwasher
Range	Microwave	Hot Water Heater	A/C Unit
Heater	Washer	Dryer	Generators
Spa/Hot Tub	Wired Smoke Detector	Motors	Elevators
Escalator	Lifts	Moving Walks	Pressure Vessels
Refrigeration System	SERVICE AMP	NUMBER OF CIRCUITS	NUMBER OF SERVICE OUTLETS
110 VOLT	220 VOLT	UTILITY#	
			Estimated Value:

PLOT PLAN MUST ACCOMPANY APPLICATION OR IT WILL NOT BE ACCEPTED.

Along with this application, please submit a plot plan of the property if applicable. The plot plan may be hand sketched & attached to this application for simple projects such as sheds, fences and above ground swimming pools. The plot plan should show the outline of the property, as well as the following:

- current location of the house/primary structure
- driveway or off-street parking areas
- road adjoining the property
- location of any other buildings/structures on the property
- any other physical features on the premises

Also, the location of any building or structure proposed shall be shown with distances to the boundaries of the property as well as the center of the roadway.

DISCLAIMER: As an applicant, you are responsible for compliance with all codes.

A large rectangular area filled with a light gray grid, intended for a hand-drawn plot plan. The grid consists of 20 columns and 30 rows of squares.

Permit Fees will be due at the time permit is issued. Permit Fee Schedule is available on our website.

APPLICATION

The following sections located on page one must be completed in full:

1. Location of proposed work or improvement, most importantly, site location, tax parcel number and lot number.
2. Type of improvement including a brief description of work.
3. Owner information with complete mailing address & email.
4. Estimated cost of construction is required to be provided.
5. Square Footage of work area must be completed.

PLANS AND SUBMITTALS

- The submittal shall **include two complete sets of plans in both paper and electronic format** and specification sufficient to indicate the scope of work being proposed. Listed below are some basic examples of information necessary to complete a plan review. Additional information may be requested depending on the intended project.
- Project design shall conform to the adopted edition of the applicable International Construction Code.
- Drawings shall specify all site information such as address, lot number, owner name and type of work proposed. This information shall be reflected on all pages
- Drawings shall include floor plan showing new construction in comparison to existing, room labels or use of rooms, bearing locations, window and door sizes, structural member sizes and all other pertinent information.
- Footing details and specifications shall be provided for all locations. Details should include a footprint or outline of the scope of work as well as specifying pier or continuous footings where applicable.
- Pre-cast concrete panels and all other pre-manufactured products shall have manufactures engineered designs and specs.
- Insulation and thermal values shall be indicated for walls, ceiling, floors, basement walls and slab perimeter.
- Indicate electrical components including locations and sizes.

SWIMMING POOLS

- Provide swimming pool construction specifications.
- Swimming pool enclosures and barriers shall be shown and include fence, gate, gate device details and pool enclosure alarm devices.