



Borough of Sellersville

Bucks County, Pennsylvania

140 East Church Street, Sellersville, PA 18960
Phone 215-257-5075 Fax 215-257-6163 www.sellersvilleboro.org

UNIFORM CONSTRUCTION CODE PERMIT APPLICATION

All Construction Applications must be accompanied by a deposit of \$250.00 or full payment of permit fee in accordance with the current fee schedule. Checks must be made payable to:

Cowan Associates, Inc. 120 Penn Am Drive, Quakertown, PA 18951, 215-536-7075

Project/Property Address: _____ Tax Map or Pin # _____

Owner Name: _____

Address: _____ City: _____ Zip Code: _____

Phone No.: _____ Email Address: _____

Applicant/Contractor Name: _____

Contractor License No.: _____

Address: _____ City: _____ Zip Code: _____

Phone No.: _____ Email Address: _____

BUILDING PERMIT TYPE (Check all that apply)

- | | | | |
|---|--|--|---|
| ☐ New Construction | ☐ Above Ground Pool | ☐ Addition | ☐ Roofing/Reroofing |
| ☐ Interior Alteration | ☐ In-Ground Pool | ☐ Exterior Deck | |
| ☐ Mobile Home | ☐ Exterior Alteration | ☐ Modular/Manufactured Housing | |
| ☐ Demolition | ☐ Roof over Patio or Deck | ☐ Wood/Pellet Stove | ☐ Geothermal System |
| ☐ PV Solar Panels | ☐ Residential Accessory Structure (200 sq. ft. or greater) | | |
| ☐ Plumbing | ☐ Mechanical | ☐ Electrical | ☐ Other: _____ |

PROPOSED USE

- ☐ Single Family Dwelling ☐ Two-Family Dwelling ☐ Multi-Family (Three or More Units) ☐ Commercial

Description of Proposed Work:

STRUCTURAL DIMENSIONS/CHARACTERISTICS

Exterior Width _____ Ft. Exterior Length _____ Ft. Total Exterior Area _____ Sq. Ft.

Building Height: _____ Ft. Number of Stories: _____

Existing Building Area: _____ Sq. Ft. Proposed Building Area: _____ Sq. Ft.

FLOOD PLAIN ORDINANCE:

Is the Existing/Proposed Property/LOT within an identified Flood Hazard Area: ____ Yes ____ No.

If yes. The lowest floor elevation is _____ ft. and the Base Flood Elevation is _____ ft.

Estimated Cost of Flood Related Construction: \$ _____

Finished Basement: Y N Municipal Water Supply: Y N Municipal Sewer: Y N

Number of Dwelling Units Existing: _____ Number of Dwelling Units Proposed: _____

Estimated Cost of Construction (Reasonable fair market value) \$ _____

ZONING INFORMATION

Zoning District: _____ Total Proposed Impervious Coverage _____ % of Lot
Lot Size: _____ Acre Total Proposed Building Coverage _____ % of Lot
Proposed Area of Grading/Disturbance _____ Sq. Ft.

OTHER PERMITS REQUIRED

☐ Borough Driveway Permit ☐ Borough E&S Permit ☐ Borough Storm-Water Permit
☐ PADOT HOP ☐ County E&S Review/Permit ☐ NPDES 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 the PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by Sellersville Borough. The property owner and applicant assume the responsibility of locating all property lines, setback lines, easements, rights-of-way, sewer systems, 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 of Sellersville Borough or other regulatory agency. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be signed by the record owner of the property.

I certify the building code official or the building code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the codes and ordinances applicable to such permit.

Signature of Owner

Print Name of Owner

Date

FOR OFFICE USE ONLY

Application No.: _____	Permit No.: _____	Zoning Appeal Case No.: _____
Total Fees: _____	Receipt No. _____	Check No.: _____
Application Received: _____	By: _____	Permit Issued By: _____ Date: _____



Borough of Sellersville

Bucks County, Pennsylvania

140 East Church Street, Sellersville, PA 18960

Phone 215-257-5075 Fax 215-257-6163

www.sellersvilleboro.org

BUILDING PERMIT APPLICATION INSTRUCTIONS

All applications must submit the following:

- ☐ Completed Building Permit Application, signed by property Owner or Owner's Representative
- ☐ Three (3) sets of Site plans providing the following information:
 - 1. Property boundaries
 - 2. Lot existing and proposed grade lines (one foot topographic lines)
 - 3. Location and size of existing and proposed structures with finished floor elevations.
 - 4. Location of well, septic system, storm drainage systems.
 - 5. Above ground and underground utilities
 - 6. Distance from structures to property lines, wetlands, streams, creeks and other waterways
 - 7. Identify streets and driveways
 - 8. If applicable identify flood zones.
- ☐ Three (3) sets of Construction plans providing the following information:
 - 1. Elevations, cross section and floor plans
 - 2. Electrical plans
 - 3. Mechanical Plans
 - 4. Plumbing Plans
 - 5. Roof framing and or Truss shop drawings
 - 6. Insulation and energy compliance design information. ResCheck or ComCheck compliance certificate or prescriptive criteria from International Energy Conservation Code.
- ☐ Three (3) sets of Erosion and Sedimentation (E&S) Drawings
 - 1. Borough review required for ANY earthmoving activity.
 - 2. Borough E&S permit required for earth disturbance more than 1,000 sq. ft.
 - 3. Bucks County Conservation District (BCCD) review and approval required for earth disturbance more than 1,000 sq. ft.
 - 4. BCCD NPDES permit is required for earth disturbance greater than 1 acre.
- ☐ Three (3) sets of Storm Water Management Drawings and Documents:
 - 1. Borough review required for ANY impervious structure.
 - 2. Borough permit required for earth disturbance between 1,000 sq. ft. and 5,000 sq. ft.

3. Bucks County Conservation District (BCCD) review and approval required for earth disturbance between 5,000 sq. ft. and 1 acre.

- ☐ Copy of current worker's compensation form or completed/notarized waiver form.
- ☐ Copy of Pennsylvania Home Improvement Contractor Registration
- ☐ Driveway permit application if constructing a driveway to enter a Borough Road or copy of PADOT HOP for driveway entering a State Road.
- ☐ Check(s) payable to Cowan Associates, Inc. for permit and review fees in accordance with the current Borough fee schedule.

Cowan Associates, Inc., 120 Penn Am Drive, Quakertown PA 18951, 215-536-7075 has been appointed the Building Code Official by Sellersville Borough. Questions with reference to the application for Building Permits should be directed to Michael R. Smith, P.E., 215-536-7075 extension 133, mrs@cowanassociates.com.

Applications are accepted at the Sellersville Borough Building or Cowan Associates, Inc., 120 Penn Am Drive, Quakertown PA 18951 during regular business hours.