



Township of Newtown

209 Bishop Hollow Rd, Newtown Square, PA 19073
tel: 610-356-0200 * fax: 610-356-8722
www.newtowntownship.org

Building/Zoning Permit

Instructions on reverse side

Permit #

Date Issued:

By:

Work Site Location: _____

Legal Owner: _____

Phone: _____ Email: _____

Primary Contractor: _____

PA AG#: _____ Exp: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Site Characteristics:

Zoning District: _____ Lot size: _____

Existing Setbacks: front _____ Side 1 _____ Side 2 _____ Rear _____

Proposed Setbacks: front _____ Side 1 _____ Side 2 _____ Rear _____

Impervious Coverage (sqft): Existing _____ Proposed _____

Is this a corner lot? Yes No Plans Submitted: Yes No

Does the project involve grading or proposed changes in elevation? Yes No

Is the project in an area located within the 100yr floodplain as per FEMA? Yes No

Plumbing (check all that apply): Building Sewer Size _____ Water Service Size _____

Public Sewer Private Septic HOA Septic Public Water Private Well

Building Characteristics:

Use Group _____ Construction Type _____

No. Stories/Height _____ Area, Largest Floor _____

New Building Area, All floors _____ Total Area of Land Disturbed _____

Is the building currently equipped with Fire Alarm/Suppression?: Yes No

Other Permits submitted associated with the project (check all that apply):

Mechanical Electrical Plumbing Fire Sprinkler & Alarm Soil Erosion

Description of Work: _____

Comments from Code Dept: _____

Tax Parcel #: 30-00-_____

A copy of the contractor insurance certificate or waiver and a copy of the PA AG license must be included with the permit application. No applications will be reviewed without this information included with the permit application.

Insurance Certificate included? Yes No

Copy of PA AG license included? Yes No

If your project requires multiple contractors, please include the "Permit Contractor List Form" with your permit application, along with insurance certificates or waivers and a copy of PA AG licenses for all contractors included in the project.

Add Contractor sheet included? Yes No

Total Cost of Work for Project: \$ _____

(completed by Contractor)

I hereby certify that I am the (agent of) owner of record and am authorized to make this application and perform the work listed on this Application. Also, I acknowledge I am responsible for scheduling all required inspections of work.

Signature: _____

Applicant/Contractor

Date

Building: _____

Soil Erosion: _____

Electrical: _____

HVAC: _____

Plumbing: _____

Sprinkler: _____

L&I Fee: _____

Total all Permits: \$ _____

Property Address:



TOWNSHIP OF NEWTOWN

Newtown Township Construction Permitting Instructions

******Items Listed Must be Included with Every Permit as applicable******

➤ **Residential Projects (allow for 15 business days for processing):**

- A copy of PA AG registration/license #
- A copy of certificate of liability, naming Newtown Twp as the certificate holder or a notarized affidavit of exemption
- Completed and signed permit applications
- 2 sets of plans and details proposed in accordance with the currently adopted UCC codes specific to the project (mechanical, electrical, plumbing, building, fire suppression)
- Copy of signed contract, HOA approvals, and cost of work (construction values)
- Specs for any engineered lumber products, appliance equipment, insulation & HVAC load calculations
- 2 copies of Site Plans (showing layout of property with dimensions of all impervious surfaces included (ex: building, pools, patios, driveways, sheds)

➤ **Commercial Projects (allow 30 Business days for processing):**

- Copy of liability insurance, naming Newtown Twp as the certificate holder
- Completed form or Copy of Newtown Twp Contractor Registration
- 2 sets of sealed plans with design in accordance with current ICC adopted codes for Architectural, Structural, Mechanical, Plumbing and Energy Efficiency Compliance
- 2 SEPARATE copies of all electrical and low voltage wiring plans for review by Township approved 3rd party agency, including a completed Electrical Permit application.
- 2 SEPARATE copies of all Fire Suppression & Fire Alarms plans for review by the Township Fire Marshal, including a completed Fire Suppression Permit application.
- Copy of signed contract
- Copy of specs required as necessary
- 2 copies of Site Plans

**Any modification to existing impervious surfaces, or any new impervious surfaces, may require a Grading, Drainage, Soil Erosion & Sedimentation Control Permit, and may also require the implementation of Stormwater Management systems and facilities.*