

township of

Phone: 215-348-9915 • Fax: 215-348-8729
 Website: www.doylestownpa.org



doylestown

425 Wells Road • Doylestown, PA 18901

BUILDING PERMIT APPLICATION

Street Address		Apt. or Tenant Address		City and State		Zip			
Subdivision		Lot Number		Parcel Number		Zoning District		Construction Est. Value \$	
Public Water: Yes / No		Public Sewer: Yes / No		Gas:Natural/Propane/None		Sprinkler: Yes / No		*REQUIRED- DO NOT INCLUDE PLUMBING, MECHANICAL, OR ELECTRICAL COST	

Property Owner: _____
Address: _____
Home Phone: _____ **Cell Phone:** _____ **E-mail:** _____

Tenant: _____
Address: _____
Home Phone: _____ **Cell Phone:** _____ **E-mail:** _____

Contractor: _____ **State Contractor Lic. No:** _____
Address: _____
Office Phone: _____ **Cell Phone:** _____ **E-mail:** _____

Please note: All contractors are to supply a certificate of insurance providing evidence of statutory Workers Compensation Insurance and Commercial General Liability Insurance with a minimum limit of \$1,000,000 per occurrence. Doylestown Township, its elected and appointed officials, and employees shall be named additional insured under the contractor's General Liability Insurance policy.

TYPE OF RESIDENTIAL BUILDING PERMIT (Please check one:)		
<input type="checkbox"/> Accessory Bldg (Over 1000 sq. ft)	<input type="checkbox"/> Demolition/Tank Removal	<input type="checkbox"/> In Ground Pool
<input type="checkbox"/> Above-ground Pool	<input type="checkbox"/> Exterior Alterations	<input type="checkbox"/> Interior Alterations
<input type="checkbox"/> Additions or Enclosures	<input type="checkbox"/> Garage	<input type="checkbox"/> New Residential Dwelling
<input type="checkbox"/> Deck	<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Re-Roofing

OR

TYPE OF COMMERCIAL BUILDING PERMIT (Please check one:)			
<input type="checkbox"/> Additions	<input type="checkbox"/> Exterior Alterations	<input type="checkbox"/> New Construction	<input type="checkbox"/> Re-Roofing
<input type="checkbox"/> Alarm/ FM 200 System	<input type="checkbox"/> Interior Alterations	<input type="checkbox"/> Tank Removal	
<input type="checkbox"/> Demolition: The Township requires a copy of the DEP Asbestos Abatement Permit			

DESCRIPTION OF PROPOSED CONSTRUCTION	

PLEASE NOTE: The 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 this permit. Two copies of a site plan with two copies of the appropriate construction documents must accompany this application. In addition, an indexed PDF disc must be included for all new subdivision or amended site plans.

By signing this application, authorization is granted to any municipal representatives of Doylestown Township to access the above property as stated within this application and attached sub-trade permit application at any time, without an administrative warrant, to inspect and verify that any proposed use and/or structure contained within this application and/or that exists on the above property complies with all Doylestown Township zoning and building code ordinances.

The application together with the site plan and construction documents is made a part of this application by the undersigned. Furthermore, it is clearly understood and agreed to by the applicant and property owner that the Township office is not responsible for any property dimensions shown on the site plan and establishment of property lines is the sole responsibility of the property owner and applicant. The applicant and property owner also agree they are responsible for the replacement to Township standards of any Township road or infrastructure which is damaged during the building of the permitted structure and understands that the information provided on this application by the applicant(s) and property owner(s) is true and correct to the best of their knowledge or belief, and all information contained in their application becomes part of the public record. The applicant warrants the truthfulness of the information in the application, and that if any of the information provided is incorrect, the permit may be revoked. Furthermore, the application and permit can provide that if the permit is issued wrongfully, whether based on misinformation or an improper application of the code, the permit and certificate of occupancy may be revoked.

Written approval of final inspections will be required from all other agencies issuing permits for this project before a Certificate of Occupancy can be issued. By signing this application, the applicant certifies that all the information is correct and that the property owner has authorized work and inspection of that work. All work to comply with the PA UCC as amended

Date: _____ Signature of Applicant(s) _____

Print Applicant(s) Name(s) _____

Date: _____ Signature of Property Owner(s) _____ **(Required)**

Print Property Owner(s) Name(s) _____ **(Required)**

APPLICATION GUIDELINES:

- A PDF disc of the site plan and of the As-Built are also required.
- Application forms are also available from the Township Website: www.doylestownpa.org

Residential:

1. Construction drawings, if not signed by an architect or engineer, must have each page signed and dated by the property owner and state that the code followed is the PA UCC.
2. For new construction, follow the “New Home Construction Application Guidelines” found on the Township Website under Forms For Download/Code Enforcement.
3. New construction, including additions, requires an energy statement be enclosed with the application (e.g., REScheck) or a statement that the PA Alternative energy provisions will be used.
4. In addition to the building permit application, grading, plumbing, mechanical, electrical, zoning and highway occupancy permit applications may be required as appropriate and are to be submitted at the same time. **PARTIAL OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
5. For increases in impervious coverage between 1001 and 5000 sq. ft. follow Township Code Ch. 148 Appendix I and include the details of stormwater mitigation with your application.

Commercial:

1. All commercial construction documents are required to indicate that construction will comply with the requirements of the PA UCC, and be signed and sealed by a PA architect or engineer.
2. Subcontractor applications, including plumbing, mechanical, electrical, sprinkler, alarm and road occupancy to be submitted at the same time as the building permit application. **PARTIAL OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
3. Include copies of other required applications/permits as appropriate (e.g. DEP asbestos abatement, COMcheck, PENNDOT highway occupancy permit, PA One Call, sewer, water, State licensing agency, etc.)
4. Follow “Accessibility Plan Review Requirements” found on the Township Website under Forms For Download/Code Enforcement.

WORK SHEET FOR A SITE PLAN

SITE INFORMATION

Water Service: Public Private

Sewer Service: Public Private

Property Address:

SITE PLAN

A large grid for drawing a site plan, consisting of 30 columns and 30 rows of small squares.

Include Two (2) Copies of this Site Plan with your application
SCALE = 1 inch _____ FEET

IMPERVIOUS COVERAGE

THIS CALCULATION IS REQUIRED FOR ALL PERMITS THAT WILL RESULT IN ADDITIONAL GROUND BEING COVERED: SHEDS, ADDITIONS & PATIOS, ETC.

Street Address		Apt. or Tenant Address		City and State		Zip	
Subdivision	Lot Number	Parcel Number	Zoning District		Permitted Impervious %		

DEFINITIONS

IMPERVIOUS SURFACE – Any surface which does not absorb rain; all buildings, parking areas, driveways, roads, sidewalks and any areas in concrete, asphalt, packed stone, pavers on sand or other equivalent surfaces. In addition, other areas determined by the Township Engineer to be impervious within the meaning of this definition shall also be classified as impervious. For purposes of this definition the areas of a swimming pool or pond located inside the coping shall be classified as impervious.

NET BUILDABLE SITE AREA – Net buildable site area is calculated for the purpose of determining allowable impervious surface and land permitted to be developed. Net buildable site area equals total lot area contained in the subdivision or land development application:

- (a) Minus ultimate rights-of-way of existing streets;
- (b) Minus land which is not contiguous or which is separated from the site by a road or railroad;
- (c) Minus land shown on previous subdivision or land development plans as reserved for open space or other uses which restrict it from development;
- (d) Minus all land restricted by easements or covenants; and
- (e) Minus land required to be left open for resource protection or to meet minimum open space requirements of this chapter.

IMPERVIOUS SURFACE RATIO – The total area of all impervious surfaces divided by the net buildable site area.

IMPERVIOUS SURFACE PERMITTED TO BE DEVELOPED

net buildable site area x Permitted Impervious surface ratio

Lot Size	(sq. ft.)	(Note: 1 Acre = 43560 sq. ft.)
Driveway	(sq. ft.)	
Walkway	(sq. ft.)	
Buildings	(sq. ft.)	
Patio/Pool	(sq. ft.)	
Easements/Other	(sq. ft.)	
Total Existing Impervious	(sq. ft.)	
Proposed Construction	(sq. ft.)	
Total:		

(FOR USE BY DOYLESTOWN TOWNSHIP)

IMPERVIOUS COVERAGE		
Total Impervious Surface	Proposed %	Sq. Ft.
	Allowed %	Sq. Ft.

**** For increases in impervious coverage between 1001 and 5000 sq. ft. follow Township Code Ch. 148 Appendix I and include the details of stormwater mitigation with your application.**

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CHANGE OF SUBCONTRACTOR APPLICATION

Due to the Pennsylvania Workers Compensation Insurance regulation, all change in subcontractors requires they provide proof of insurance. In addition, provide a liability insurance certificate naming Doylestown Township as certificate holder.

Job Location:	Permit No:
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General Contractor:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-Mail:		State Contractor License No:	

To Replace #1:			
Subcontractor #1:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-Mail:		State Contractor License No.	
<input type="checkbox"/> Electrical	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Plumbing	

With Subcontractor #2:			
Subcontractor #2:			
Contractor Address:			
City, State, Zip:			
Phone:		Fax:	
E-Mail:		State Contractor License No.	

Signatures Required:			
Property Owner:		Date:	
Individual Responsible for Property:		Date:	
General Contractor:		Date:	
No. 2 Subcontractor:		Date:	

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>

