

**BOROUGH OF SWARTHMORE
APPLICATION FOR BUILDING PERMIT**

PERMIT # _____

121 Park Ave, Swarthmore, PA 19081
(p) 610-543-4599 / (f) 610-543-1833/Elise@swarthmorepa.org

SECTION 1. PROPERTY AND OWNERSHIP INFORMATION

Owner: _____
 Address: _____

 Cell: _____ Email: _____
 Property Location (if different from above): _____
 Ownership (Please circle one): Private (Individual, Corporation, Nonprofit, etc.) / Public (Federal, State, or Local Government)

SECTION 2. DESCRIPTION OF PROPOSED IMPROVEMENT

Type of Improvement	Principal Type Of Frame	Proposed Use – For Demolition most recent use	
1. ___ New Building	___ Masonry	Residential	Non-Residential
2. ___ Addition		___ One Family	___ Church, other Religious Sect
3. ___ Alteration	___ Wood	___ Two or More Family	___ Service Station, Repair Garage
4. ___ Repair, Replacement		# of units _____	___ Office, Bank, Professional
5. ___ Demolition	___ Structural	___ Hotel, motel dormitory	___ School, Library, other Educational
6. ___ Foundation Only	Steel	# of units _____	___ Mercantile, Stores
7. ___ Fence		___ Garage	___ Public Utility
8. ___ Shed, Garage	___ Reinforced	___ Carport	___ Hospital, Institutional
9. ___ Interior Alteration	Concrete		___ Tanks, Towers
10. ___ Roofing			___ Other _____
11. ___ Solar Panels	___ Other _____		
12. ___ Driveway/Sidewalk	_____	International Energy Code	
13. ___ Other _____		Compliance	___ ResCheck ___ ComCheck

If New Construction (New building, addition or shed/garage)

General description: _____

Proposed use: _____

Area (sq.ft.) to be disturbed: _____ *Number of trees to be removed, if any:* _____

The following must be sealed and submitted **in duplicate** with the application:

- Site plan to scale showing the size and location of existing and proposed structures and other impervious surfaces on the site, distances from lot lines, established and proposed finished grades, and major topographic features including slopes in excess of 15%, areas of significant vegetation, permanent or intermittent streams, floodplains, and wetlands.
- Building construction plans sealed by a registered architect or engineer in sufficient detail to determine compliance with applicable Borough codes.
- *Note: Any new, additional or replacement of impervious cover over 499 sq.ft. requires a stormwater management plan application in addition to the building permit.

Alteration, Repair/Replacement, *Demolition or Foundation Only

General description: _____

Former use: _____ Proposed Use: _____

Area (sq.ft.) to be disturbed: _____ Number of trees to be removed, if any: _____

The following must be submitted **in duplicate** with the application:

- Building construction plans in sufficient detail to determine compliance with applicable Borough codes.
- For Demolition/Foundation: You must notify PA One Call before digging (811).
- * Homeowners are advised to record via photographs and plans, if available, the exact location and size of any building to be demolished.

Roofing

General description: _____

Application is for: Roof Repair _____ New Roof/ Total Reroof _____

Existing roof/ siding material _____

New roof/ siding material _____

Number of roofing layers when permitted work is complete _____

Driveway/Sidewalk/Curbing

General description: _____

Application is for: To Construct _____ To Replace _____

Area (sq.ft.) to be disturbed: _____ Number of trees to be removed, if any: _____

The following must be submitted with the application:

- Site plan to scale showing the size and location of existing and proposed impervious surfaces on the site, distances from lot lines, established and proposed finished grades, and major topographic features including permanent and intermittent streams, floodplains and wetlands.
- Construction documents in sufficient detail to determine compliance with applicable Borough codes.
- *Note: Any new, additional or replacement of impervious cover over 499 sq.ft requires a stormwater management plan application in addition to the building permit.

Solar Panels / Other (See additional paperwork)**

General description: _____

Fence

General description: _____

Application is for: To Construct _____ To Replace _____

Height of fence: _____ Fencing Material: _____

The following must be submitted with the application:

- Site plan to scale showing the location of the fence, verification of placement of finished side, and all proposed gates and openings.
- Certified survey OR photographic proof of boundary marker installed by a surveyor OR photographic proof of boundary markers approved in writing by any neighbor whose property adjoins the proposed fence.
- Copy of written notice of intention to install a fence sent to adjoining property owners.

SECTION 3. ARCHITECT AND CONTRACTOR INFORMATION

Architect Name: _____

Architect Address: _____

Telephone /Cell Number(s): _____ / _____

Contractor Name: _____

Contractor Address: _____

Telephone /Cell Number (s): _____ / _____

Fax Number: _____ / _____

Email: _____

SECTION 4. PERMIT INFORMATION

Date of application: _____

Contractor's Insurance Company: _____

Contractor's PA License Number: _____

Cost of permitted work: _____

Applicant's Signature _____

(Application can be signed by architect, contractor, or property owner)

**The right is reserved to revoke this permit if it appears that the information and/or signature/name have been obtained by fraud or misrepresentation, or if the Zoning Ordinance is violated.

*****FOR OFFICE USE ONLY*****

Folio #: _____ Page and Parcel #: _____
Date Certificate of Insurance Received: _____
Contractor's License #: _____ Fee: _____ Date Paid: _____ Receipt #: _____
Building Permit #: _____ Fee: _____ Date Paid: _____ Receipt #: _____
Zoning Officer Signature _____ # _____ Date _____
Building Inspector Signature _____ # _____ Date _____
Building Code Official Signature _____ # _____ Date _____
Accessibility Inspector Signature _____ # _____ Date _____
Fire Inspector Signature _____ # _____ Date _____
Date Use and Occupancy Certificate mailed to Delaware County _____

ZONING INFORMATION

Zoning District _____
Lot Size _____
Existing Lot Coverage _____ sq. ft. _____ %
Proposed Lot Coverage _____ sq. ft. _____ %
Existing Front Yard Setback _____ Proposed Front Yard Setback (New Construction) _____
Existing Rear Yard Setback _____ Proposed Rear Yard Setback (New Construction) _____
Existing Side Yard Setbacks _____
Proposed Side Yard Setbacks (New Construction) _____
Existing Pervious Coverage _____ sq. ft. _____ %
Proposed Pervious Coverage _____ sq. ft. _____ %
Additional Zoning Information (including applicable variances, special exception and conditional use permits):
Previous ZHB history? yes___ no___ Decision attached _____

BUILDING INSPECTOR/ZONING INSPECTOR NOTES:

