

EAST PENNSBORO TOWNSHIP**HOUSING & COMMUNITY DEVELOPMENT**

98 South Enola Drive

Enola, PA 17025

Phone: 717-732-0711 Fax: 717-732-7810

RESIDENTIAL REMODEL PERMIT APPLICATION

Residential Remodel Permits include all residential repair work not exempted by UCC, as amended by township ordinance.

LOCATION OF PROPERTY			
Address		Tax Parcel No.	
WORK PROPOSED			
Type of Improvement <input type="checkbox"/> Roof <input type="checkbox"/> Porch/Deck <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Other <i>(Specify)</i> _____ _____		Description: A concise, specific statement of proposed work or change. _____ _____ _____ _____ _____ _____	
Declared Fair Market Value \$ _____			
IDENTIFICATION			
	Name	Complete Address	Phone & Email Address
Owner			
Contractor			
OWNERSHIP AFFIDAVIT			
I, hereby, authorize and certify that I am the owner in fee or the authorized agent of the owner in fee of the property upon which the work authorized by the permit sought will be performed. I further certify that all work will be performed in accordance with all applicable laws and regulations of the United States of America, the Commonwealth of Pennsylvania and East Pennsboro Township.			
Signature of Owner or Authorized Agent			Date
COMPLIANCE AFFIDAVIT			
I certify that I am the principle builder or the authorized agent of the principle builder of the work authorized by the permit sought. All work will be performed in accordance with all applicable laws of the United States of America, the Commonwealth of Pennsylvania and East Pennsboro Township.			
Signature of Builder			Date
FLOOD PRONE AREA INFORMATION			
Site within an Identified Flood Prone Area: Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/>			
Improvement within ANY portion of an Identified Flood Prone Area: Yes <input type="checkbox"/> No <input type="checkbox"/>			

WORKERS' COMPENSATION INSURANCE

PLEASE CHECK WHICH OF THE FOLLOWING APPLIES

- Workers' Compensation Insurance Certificate (East Pennsboro Township named as Certificate Holder) attached.
- Qualified Self-Insurer for Workers' Compensation Certificate attached.
- Notarized East Pennsboro Township Affidavit of Exemption from Workers' Compensation Insurance attached.

Application Submission Checklist

Bold Items Required for Application to be Accepted
(Check All Items Present)

- Completed Application(s)**
 - All Required Signatures**
 - Three (3) Sets of Construction Documents (may include any or all of the following)**
 - Proposal of Work to be Performed
 - Dimensioned Structural Plans
 - Plumbing Design & Dimensioned Layout
 - Mechanical Design & Dimensioned Layout
 - Electrical Design & Dimensioned Layout
 - Fire Protection Design & Dimensioned Layout
 - Dimensioned Site Plan
 - Show & Dimension All Known Property Lines, Easements, Wetlands & Flood Plains
- Permit Application Fee: Residential Repair/Remodel - \$25.00**
- Workers' Compensation Certificate/ Workers' Compensation Affidavit**
- Fair Market Value Supporting Documents**
 - Three (3) Detailed Estimates
 - Notarized Affidavit of Actual Cost

Zoning Officer Signature:	Date:
Flood Plain Administrator Signature:	Date:
Building Code Official Signature:	Date:
Application Payment Type: _____ Amount: _____ \$25 _____ Tracking #: _____	
Permit Payment Type: _____ Amount: _____ Tracking #: _____	