

**PERMIT COVER PAGE**



Site Address \_\_\_\_\_

Project/Application Type(ex.roof, sewer lateral, deck etc)\_\_\_\_\_

Project Name(if any)\_\_\_\_\_

- Plans (list type)\_\_\_\_\_
- Application
- Specifications (list type)\_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_

# BOROUGH OF LANSDALE

## BUILDING PERMIT APPLICATION PROCEDURES

**\*PLEASE MAKE SURE ALL CHECKLIST ITEMS ARE COMPLETE BEFORE SUBMITTAL\***

### Building Permit Checklist

- All sections of application completed
- Application signed and dated
- Site/Plot Plan with all dimensions *(professional seal may be required)*
- 2 copies of plans and specifications *(Plans must include structural, electrical, mechanical, and plumbing details.)*
- 1 digital copy of plans and specifications *(usb, cd, or [codeenforcement@lansdale.org](mailto:codeenforcement@lansdale.org))*
- Copy of certificate of insurance for all contractors/subcontractors *(Fax to 215-361-8393)*
- Copy of written proposal/contract
- Zoning Approval recieved

### Notes:

**Work may not start until a permit has been approved and granted.** The permits are to be displayed so as to be visible from the street. Final approval shall not be granted until all fees are paid in full.

**INSPECTIONS** – Call the Borough office (215-361-8333) at least 24 hours in advance to schedule each inspection. Notification for inspections at the various stages of construction is the responsibility of the applicant and/or contractor. If the appropriate inspections are not requested, they will not be performed and uninspected work will not be granted final approval.

**Fire Sprinkler and Fire Alarm must be submitted separately with Fire Protection Applications.**

**All Subdivision and Land Development approvals must be complete before submitting building permit. Township requires stamped plans if any structural materials (i.e.: steel, trusses, bond beams or manufactured beams) are being used in the construction of structure.**

## FEES

### Residential - One and Two Family Dwelling

Area calculations shall be made using outside dimensions of construction

#### Building

##### New Construction:

- \$375 First 1,500 square feet of floor area including garage and full basement
- \$110 Each additional 500 square feet or fraction thereof including garage and basement
- \$4.50 Fee assessed per Commonwealth of PA

##### Additions / Alterations:

- \$125 Base fee plus
- \$0.25 Each square foot of gross floor area
- \$4.50 Fee assessed per Commonwealth of PA

##### Accessory Structures Including, but not limited to, shed, garage, swimming pool with enclosure, etc:

- \$75 For the first \$3,000 of cost or part thereof
- \$35 Each additional \$1,000 of cost or part thereof
- \$4.50 Fee assessed per Commonwealth of PA

#### Electrical

##### **Projects up to \$100,000**

- \$55 For the first \$3,000 of cost or part thereof
- \$25 Each additional \$1,000 of cost or part thereof

##### **Projects > \$100,000 - \$500,000 in addition to calculation up to \$100,000**

- \$25 Each additional \$3,000 of cost or part thereof

##### **Projects > \$500,000 in addition to calculation up to \$500,000**

- \$25 Each additional \$10,000 of cost or part thereof
- \$4.50 Fee assessed per Commonwealth of PA

**\*\* NOTE: Service, rough and final electrical work must be inspected by a PA Labor & Industry approved third-party electrical inspector. Certifications of each inspection must be submitted to the Borough. \*\***

#### Mechanical (HVAC)

##### **Projects up to \$100,000**

- \$75 For the first \$3,000 of cost or part thereof
- \$25 Each additional \$1,000 of cost or part thereof

##### **Projects > \$100,000 - \$500,000 in addition to calculation up to \$100,000**

- \$25 Each additional \$3,000 of cost or part thereof

##### **Projects > \$500,000 in addition to calculation up to \$500,000**

- \$25 Each additional \$10,000 of cost or part thereof
- \$4.50 Fee assessed per Commonwealth of PA

#### Plumbing

- \$ 75 Base fee (applied to all applications up to 3 fixtures)
- \$ 25 Per new fixture (new rough-in) greater than 3 fixtures
- \$ 35 New / replacement sewer lateral
- \$ 35 New / replacement water service
- \$190 Fire suppression system
- \$4.50 Fee assessed per Commonwealth of PA

*\*This schedule is for informational purposes only. Users are advised to see applicable ordinances.*

## FEES

### Residential (3 or more dwellings), Commercial, Professional Office, Industrial

Area calculations shall be made using outside dimensions of construction.

#### Building

##### New Construction:

- \$800 First 1,000 square feet of floor area
- \$100 Each additional 500 square feet or fraction thereof
- \$4.50 Fee assessed per Commonwealth of PA

##### Additions / Alterations:

*\*\*Amended by Borough Council Resolution 09-09 dated March 18, 2009\*\**

- \$330 Base fee plus
- \$0.35 Each square foot of gross floor area
- \$4.50 Fee assessed per Commonwealth of PA

#### Electrical

##### **Projects up to \$100,000**

- \$55 For the first \$3,000 of cost or part thereof
- \$25 Each additional \$1,000 of cost or part thereof

##### **Projects > \$100,000 - \$500,000 in addition to calculation up to \$100,000**

- \$25 Each additional \$3,000 of cost or part thereof

##### **Projects > \$500,000 in addition to calculation up to \$500,000**

- \$25 Each additional \$10,000 of cost or part thereof
- \$4.50 Fee assessed per Commonwealth of PA

***\*\* NOTE: Service, rough and final electrical work must be inspected by a PA Labor & Industry approved third-party electrical inspector. Certifications of each inspection must be submitted to the Borough. \*\****

#### Mechanical (HVAC)

##### **Projects up to \$100,000**

- \$120 For the first \$3,000 of cost or part thereof
- \$25 Each additional \$500 of cost or part thereof

##### **Projects > \$100,000 - \$500,000 in addition to calculation up to \$100,000**

- \$25 Each additional \$3,000 of cost or part thereof

##### **Projects > \$500,000 in addition to calculation up to \$500,000**

- \$25 Each additional \$10,000 of cost or part thereof
- \$4.50 Fee assessed per Commonwealth of PA

#### Plumbing

- \$120 Base fee (applied to all applications, up to 3 fixtures)
- \$ 25 Per fixture with new rough-in (greater than 3 fixtures)
- \$ 35 New / replacement sewer lateral
- \$ 35 New / replacement water service

\$ 4.50 Fee assessed per Commonwealth of PA

**Fire Sprinkler System**

\$275 For the first \$3,000 of cost or part thereof

\$ 35 Each additional \$1,000 of cost or part thereof

\$4.50 Fee assessed per Commonwealth of PA

**Fire Standpipe**

\$80 Per riser

\$4.50 Fee assessed per Commonwealth of PA

**Accessibility Permit & Review Fee**

\$150.00

*\*This schedule is for informational purposes only. Users are advised to see applicable ordinances.*

**REQUIREMENTS FOR NEW ELECTRIC SERVICES**

1. ALL WORK OVER \$50 REQUIRES A PERMIT, AND MUST BE INSPECTED BY AN ELECTRICAL UNDERWRITER.
2. YOU MUST USE A RINGLESS SOCKET WITH BYPASS HORNS FOR RESIDENTIAL SERVICE AND LIGHT DUTY COMMERCIAL.
3. FOR HEAVY DUTY COMMERCIAL SINGLE-PHASE AND THREE-PHASE USE RINGLESS SOCKET WITH BYPASS LEVER. PLEASE CONTACT THE ELECTRIC SERVICE BUILDING AT (215) 361-8371 FOR TYPE OF SOCKET TO BE USED.

THANK YOU FOR YOUR COOPERATION IN THESE MATTERS.

**ELECTRICAL UNDERWRITERS**

- ATLANTIC INLAND INSPECTIONS  
PO BOX 967  
SOUTHEASTERN PA 19399-0967  
610-995-2791
- CODE INSPECTIONS  
605 HORSHAM ROAD  
HORSHAM PA 19044  
215-672-9400
- LEHIGH VALLEY ELECT INSPECTION  
PO BOX 361  
OREFIELD PA 18069  
610-868-7165
- MIDDLE ATLANTIC ELECTRICAL INSPECTIONS  
302 E PENNSYLVANIA BOULEVARD  
FEASTERVILLE PA 19053  
215-322-2626
- MIDDLE DEPART INSPECTION AGENCY INC  
1542 BRISTOL PIKE  
BENSALEM PA 19020  
215-244-1919  
800-992-6342
- MUNICIPAL INSPECTION CORP.  
1932 KENTWOOD STREET  
PHILADELPHIA PA 19116  
215-673-4434
- UNDERWRITERS INSPECTION SERVICES INC.  
PO BOX 416  
ROYERSFORD PA 19468  
610-495-2803
- UNITED INSPECTION AGENCY  
PO BOX 3361  
AMBLER, PA 19002  
215-542-9977
- OTHER \_\_\_\_\_  
\_\_\_\_\_

Code Enforcement Office  
One Vine Street  
Lansdale, PA 19446  
P: 215-368-1691 F: 215-361-8393  
[www.lansdale.org](http://www.lansdale.org)



## BOROUGH OF LANSDALE BUILDING PERMIT APPLICATION

Application Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Permit# \_\_\_\_\_  
For Office Use Only

### I. Property Information:

Site Address \_\_\_\_\_ Tax Map Parcel # \_\_\_\_\_

Residential  Commercial  Single Family  Multi-Family Lot# \_\_\_\_\_  
 Zoning Application

### II. Property Owner:

Preferred form of contact  Phone  Email

Name \_\_\_\_\_

Phone #(Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### III. Contractor Information: Same as Owner

Preferred form of contact  Phone  Email

Company Name \_\_\_\_\_

Name \_\_\_\_\_

Phone #(Business) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Email \_\_\_\_\_ PA License (HIC)# \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### IV. Applicant: Same as Owner Same as Contractor

Preferred form of contact  Phone  Email

Name \_\_\_\_\_

Phone #(Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_ (Business) \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Contact Person:  Property Owner  Contractor  Applicant

### V. Building:

Type of application:  Addition  Alteration  New Residential Building

New Commercial Building  Other \_\_\_\_\_

Description of Work:

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Est. Start Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Est. Finish Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Est. Job Cost \$ \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Contact# \_\_\_\_\_

**Include copy of written proposal/contract and all required plans.**

Proposed Use:

<b>Residential:</b>	<b>Non Residential:</b>	
<input type="checkbox"/> One Family	<input type="checkbox"/> Religious	<input type="checkbox"/> Hospital, Institutional
<input type="checkbox"/> Two or More Family	<input type="checkbox"/> Industrial	<input type="checkbox"/> Office, Professional
<input type="checkbox"/> Garage	<input type="checkbox"/> Parking Garage	<input type="checkbox"/> School, Library
<input type="checkbox"/> Carport	<input type="checkbox"/> Service Station	<input type="checkbox"/> Retail
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	

Structural Frame:  Steel  Concrete  Wood  Masonry  Other \_\_\_\_\_

Exterior Walls:  Wood  Masonry  Concrete  Steel  Other \_\_\_\_\_

Roof Construction:  Rafter  Wood Truss  Steel Truss  Other \_\_\_\_\_

Roof Covering:  Asphalt/Fiberglass Shingles  Metal  Built-Up  Other \_\_\_\_\_

<b>Dimensions:</b>		
Number of Stories: _____	Front Setback _____	Industrial Area _____
Total Sqft of Floor Area: _____	Rear Setback _____	Commercial Area _____
Total Land Area, sqft: _____	Left Setback _____	Building Area _____
Total alteration/addition, sqft: _____	Right Setback _____	Living Area _____
Number of Off Street Parking Spaces _____	Building Height _____	Garages _____
Enclosed: _____		Garage Area _____
Outdoors: _____		
<b>Residential buildings only</b>		
No. of bedrooms _____	No. of Bathrooms _____	
Full _____	Full _____	
Partial _____	Half _____	Building Value \$ _____

**VI. Electric:** Permit # \_\_\_\_\_

Contractor (Company) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Phone #(Business) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
 Email \_\_\_\_\_ PA License (HIC)# \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City State Zip

	Power Devices/Load		Power Devices/Load
1		5	
2		6	
3		7	
4		8	
Service Amps:		Total # of Motors:	
Number of Outlets: _____ 110 volt _____ 220 volt		Number of Circuits: _____ 2 wire _____ 3 wire _____ 4 wire	

Description of Work:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Est. Job Cost \$ \_\_\_\_\_



**VII. Plumbing:** Permit# \_\_\_\_\_

Contractor (Company) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Phone #(Business) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
 Email \_\_\_\_\_ PA License (HIC)# \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Fixture Type	#Fixtures	Fixture Type	#Fixtures	Fixture Type	#Fixtures
Tub/showers		Water Heaters		Drinking Fountains	
Shower Stalls		Water Softeners		Inside Downspouts	
Lavatories		Water Pumps		Back Flow Preventers	
Toilets		Sump Pump		Swimming Pools	
Urinals		Sewage Ejectors		Standpipes	
Sinks		Floor Drains		Fire Sprinklers	
Laundry Tubs		Parking Lot Drains		Other	
Dishwashers		Bidets			
Garbage Disposals		Roof Openings			
				Total # Fixtures	

Public Water (Y/N) \_\_\_\_\_ Public Sewer (Y/N) \_\_\_\_\_ Water Service Size \_\_\_\_\_ IN Water Meter Size \_\_\_\_\_ IN

Description of Work:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Est. Job Cost \$ \_\_\_\_\_

**VIII. Mechanical:** Permit# \_\_\_\_\_

Contractor (Company) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Phone #(Business) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
 Email \_\_\_\_\_ PA License (HIC)# \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type	# Units	Type	# Units	Type	# Units	Type	# Units
Boiler		Gas/Oil Conversion		Electric Furnace		A/C Compressor	
Forced Air Furnace		Space Heater		Coil Unit		Air Handling Unit	
Heat Pump		Incinerator		Window A/C unit		Air Cleaner	
Unit Heater		Solid Fuel Appliance		Split System A/C		Gravity Furnace	

Type of heating fuel:  Gas  Oil  Electric  Coal  Wood  Other

Description of Work:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Est. Job Cost \$ \_\_\_\_\_