

East Penn Township

UNIFORM CONSTRUCTION PERMIT APPLICATION

Rev. 9-2026

LOCATION OF PROPOSED CONSTRUCTION OR IMPROVEMENT:

County: _____ Municipality: _____

Site Address: _____ Tax Parcel #: _____

Subdivision/Land Development: _____ Lot #: _____ Phase: _____ Section: _____

Owner: _____ Phone #: _____

Mailing Address: _____ Email: _____

Applicant: _____ Phone #: _____

Mailing Address: _____ Email: _____

Principal Contractor: _____ Phone #: _____

Mailing Address: _____ Email: _____

Architect: _____ Phone #: _____

Mailing Address: _____ Email: _____

UCC Inspection Company: _____

TYPE OF WORK OR IMPROVEMENT (*Check All That Apply*)

☐ New Building ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition ☐ Relocation

☐ Foundation Only ☐ Change of Use ☐ Remodel ☐ Garage ☐ Deck/Patio

☐ Above / In-Ground Pool (CIRCLE ONE)

PERMIT INCLUDES:

☐ Plumbing	Sub-Contractor: _____	Phone #: _____
☐ Mechanical	Sub-Contractor: _____	Phone #: _____
☐ Electrical	Sub-Contractor: _____	Phone #: _____
☐ Energy/Insulation	Sub-Contractor: _____	Phone #: _____

Describe the proposed work: _____

ESTIMATED COST OF CONSTRUCTION (fair market value): \$ _____

DESCRIPTION OF BUILDING USE (CHECK ONE)

RESIDENTIAL

- ☐ One-Family Dwelling (R-3)
☐ Two-Family Dwelling (R-3)

NON-RESIDENTIAL

Specific Use: _____
Use Group: _____
Change in Use: ☐ Yes ☐ No
If YES, Indicate Former: _____
Maximum Occupancy Load: _____
Maximum Live Load: _____

BUILDING/SITE CHARACTERISTICS

Site: _____ Existing Lot: _____ Proposed Lot (Subdivision): _____

Mechanical: Indicate Type of Heating (i.e., electric, gas oil, etc.) _____ Air Conditioning ☐ Yes ☐ No
Water Service: (Check) ☐ Public ☐ Private
Sewer Service: (Check) ☐ Public ☐ Private (Septic Permit # _____)

Does or will your building contain any of the following:
Fireplace(s): _____ Number: _____ Type of Fuel: _____ Type Vent: _____
Elevator/Escalator/Lifts/Moving Walks: (Check) ☐ Yes ☐ No
Sprinkler System: ☐ Yes ☐ No
Pressure Vessels: ☐ Yes ☐ No
Refrigeration System: ☐ Yes ☐ No

BUILDING DIMENSIONS

Existing Building Area: _____ sq. ft. Number of Stories: _____
Proposed Building Area: _____ sq. ft. Height of Structure Above Grade: _____ ft.
Total Building Area: _____ sq. ft. Area of the Largest Floor: _____ sq. ft.
(include all floors & garage)

FLOODPLAIN

Is the site located within an identified area? (Check one) ☐ Yes ☐ No
Will any portion of the flood hazard area be developed (Check one) ☐ Yes ☐ No ☐ N/A

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3
Lowest Floor Level: _____

HISTORIC DISTRICT

Is the site located within a Historic District? ☐ Yes ☐ No

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the “approved” construction documents and PA Act 45 (Uniform Construction Code) and any additional approved permit required by the Township. The property owner/applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of East Penn Township or other Regulatory Agencies having jurisdiction. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner or lessee of the building or structure, or authorized agent thereof, or by the design professional or contractor employed in connection with the proposed work.

I certify that the Building Code Official, or the Construction Code Official and/or their Authorized Representative shall have the authority to enter areas covered by this permit at any reasonable or mutually agreed upon time to enforce the provisions of the Code(s) applicable to this permit.

Signature of Owner or Authorized Agent

Date

Printed name of Owner or Authorized Agent

Directions to Site:

(FOR CODE ADMINISTRATOR USE ONLY)

PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)

Type of Document:	Submitted	Signed & Sealed	Date	Revision Date
Foundation Plans	☐ Yes ☐ No	☐ Yes ☐ No		
Construction Drawings	☐ Yes ☐ No	☐ Yes ☐ No		
Electrical Drawings	☐ Yes ☐ No	☐ Yes ☐ No		
Mechanical Drawings	☐ Yes ☐ No	☐ Yes ☐ No		
Plumbing Drawings	☐ Yes ☐ No	☐ Yes ☐ No		
Specifications	☐ Yes ☐ No	☐ Yes ☐ No		
Flood Hazard Area Data	☐ Yes ☐ No	☐ Yes ☐ No		
Workers Comp. Certificate	☐ Yes ☐ No	☐ Yes ☐ No		
Demolition Plans	☐ Yes ☐ No	☐ Yes ☐ No		

(FOR CODE ADMINISTRATOR USE ONLY)

ADDITIONAL PERMITS/APPROVAL IS REQUIRED

☐ Street Cut/Driveway	APPROVED	
☐ Cut and Fill	APPROVED	
☐ PennDOT Highway Occupancy	APPROVED	
☐ DEP Floodway or Floodplain	APPROVED	
☐ Sewer Connection	APPROVED	
☐ On-Lot Septic	APPROVED	
☐ Zoning	APPROVED	
☐ HARB	APPROVED	
☐ Subdivision/Land Development	APPROVED	
☐ Stormwater Management	APPROVED	
☐ Other	APPROVED	

DISPOSITION

BUILDING PLANS APPROVED:	☐ Date: _____	Permit #: _____
BUILDING PERMIT ISSUED:	☐ Date: _____	Date Returned: _____
BUILDING PERMIT DENIED:	☐ Date: _____	
BUILDING PERMIT REVOKED:	☐ Date: _____	
Building Code Official Signature: _____		
Date: _____ Permit Expiration: _____		
BUILDING PERMIT FEES:		PAYMENT:
3 rd Party Plan Review & Inspection:	\$ _____	☐ Check # _____
PA UCC Permit Fee:	\$ _____	☐ Check # _____
Township:		
Plumbing Permit (if appl.):	\$ _____	
Mechanical Permit (if appl.):	\$ _____	
Electrical Permit (if appl.):	\$ _____	
Township Subtotal:	\$ _____	☐ Check # _____
TOTAL \$ _____		