

West Caln Township  
721 W. Kings Highway  
P.O. Box 175  
Wagontown, Pa. 19376  
(610) 384-5643 Ext. 114  
Fax (610) 384-9035

### Procedure for Application for a Building Permit

The application shall be accompanied with the following plans and specifications.

**Plans and Specifications:** The application for the permit shall be accompanied by two (2) copies of specifications and of plans drawn to scale, with sufficient clarity and detail dimensions to show the nature of character of the work to be performed. When quality of materials is essential for conformity to this code, specific information shall be given to establish such quality and this code shall not be cited, or the term "legal" or its equivalent be used. As a substitute for specific information, the building official may waive the requirements for filing plans when the work involved is of a minor nature.

**Site Plan:** There shall also be a site plan showing to scale the size and location of all the new construction and all existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades, and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition the plot plan shall show all construction to be demolished and the location and size of all existing structures and construction that are to remain on the site of plot.

**Engineering Details:** The building official may require adequate details of structural, mechanical and electrical work including computations, stress diagrams and other essential technical data to be filed. All engineering plans and computations shall bear the signature and seal of the engineer or architect responsible for the design. Plans for buildings more than (2) stories in height will indicate how required structural and fire resistance rating integrity will be maintained, and where penetration will be made for electrical, mechanical, plumbing and communication conduits, pipes and systems.

**Stormwater Management:** New construction over 1000 sq. feet will require storm water plan to be submitted to the Township for review. The applicant will be responsible for the cost of review by the Township Engineer. No use and occupancy will be issued until the costs have been paid to the Township.

*No permit will be issued without required plans and specifications being submitted.*

*No permit will be issued until the appropriate fees have been paid. Fees are established by the Board of Supervisors.*

*A Use & Occupancy Permit will not be issued until the fees have been paid in full and all inspections are completed*

WEST CALN TOWNSHIP

**APPLICATION FOR BUILDING PERMIT / USE CERTIFICATE**

Applicable Codes: 2009 IBC/IRC, 2012 IBC Chapter 11, 2009 ICC A11 7.1

Please print legibly – failure to do so may result in a denial, delay or rejection of this application.

Permit Application Date \_\_\_\_\_ Permit Application No. \_\_\_\_\_

**1. PROPERTY INFORMATION**

Owner: \_\_\_\_\_ Tax Map: \_\_\_\_\_  
Site Address: \_\_\_\_\_ Parcel No.: \_\_\_\_\_  
Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Use Permit  
No. \_\_\_\_\_

Use: Single-Family Dwelling / Duplex Multi Family New Manufactured Home Relocated Manufactured Home  
Commercial Other \_\_\_\_\_ Floodplain present: Yes No

Improvement Type: New Addition Alteration Repair/Replacement Relocation Other \_\_\_\_\_

**2. BUILDING OWNER’S INFORMATION**

First Name Mi. Last Name Phone No: \_\_\_\_\_

Street Address City State Zip \_\_\_\_\_

**3. BUILDING PERMIT APPLICATION**

Provide below description of Work: (Also provide details on plot plan: Show all improvements on lot & approx. distances to lot lines)

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

Total Lot Area: \_\_\_\_\_ Acres/Sq. Ft. ESTIMATED COST OF CONSTRUCTION:  
\$ \_\_\_\_\_

ICC Use Group: \_\_\_\_\_ ICC Construction Type: \_\_\_\_\_

ESTIMATED START DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**4. CERTIFICATION**

I certify that I am the owner of record, or that I have been authorized by the owner of record to submit this application and that the work described has been authorized by the owner of record. I understand and assume responsibility for the establishment of official property lines for required setbacks prior to the start of construction, and agree to conform to all applicable local, state, and federal laws governing the execution of this project. I certify that the Code official or his representative shall have the authority to enter the areas in which this work is being performed, at any reasonable hour, to enforce the provisions of the Codes governing this project. I further certify that this information is true and correct to the best of my knowledge and belief. Ref. 18 Pa. Cons. Stat. § 4903.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

PRINT NAME (legibly): \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

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**5. CONTRACTOR INFORMATION**

*Please list additional general contractor information on additional sheet(s) if needed. Additional sheet(s) attached*

Name of Contractor: \_\_\_\_\_

Phone No: \_\_\_\_\_

Contractor Street Address City State Zip \_\_\_\_\_

Person in Charge of Work: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Email: \_\_\_\_\_ Cell No.: \_\_\_\_\_

Workman's Compensation Insurance: Provided On Record Exempt PA Home Improvement Contr. Reg. # \_\_\_\_\_

**6. PROJECT DETAILS**

**Trades:** Building Electrical Work Plumbing Work Mechanical Work (HVAC) Fire Suppression/Fire Alarm System

Heat Source (if applicable): \_\_\_\_\_ Fuel Type: \_\_\_\_\_

**Foundation Type:** Crawlspace Foundation Slab at Grade Piers Other: \_\_\_\_\_

**7. SUBCONTRACTOR INFORMATION**

*Please list subcontractors for major trades. Use additional sheet(s) if needed. Additional sheet(s) attached*

Contractor Address Phone No Pa HIC #

\_\_\_\_\_  
Contractor Address Phone No Pa HIC #

\_\_\_\_\_  
Contractor Address Phone No Pa HIC #

\_\_\_\_\_  
Contractor Address Phone No Pa HIC #

*For official use only*

**9. OFFICE INFORMATION**

APPLICATION FEE: \$ \_\_\_\_\_ STATE FEE: \$ \_\_\_\_\_

PERMIT FEE: \$ \_\_\_\_\_ EXPIRATION DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

INSPECTION FEES \$ \_\_\_\_\_ EXTENSION DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

TOTAL FEES \$ \_\_\_\_\_

**APPLICATION IS: GRANTED DENIED INCOMPLETE:** \_\_\_\_\_

SIGNATURE OF BUILDING CODES OFFICIAL:

\_\_\_\_\_  
DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

**\*\*\*APPLICANT OR AUTHORIZED AGENT IS RESPONSIBLE FOR CONTACTING BUILDING INSPECTOR FOR ALL REQUIRED**

**INSPECTIONS. BUILDING INSPECTOR IS PETE KINGSLEY FROM COMMONWEALTH INSPECTIONS – 717-278-0964**

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**721 West Kings Highway Wagontown, PA 19376**  
**Phone: 610-384-5643 Fax: 610-384-9035**

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**STORM WATER REQUIREMENTS:**

Due to the new requirements for impervious coverage, with each application we need the information on your property. The following items must be included and shown on your plot plan, showing all new and existing items, when submitting your application:

**Zoning District if known:** \_\_\_\_\_

Total Sq. ft. of lot: \_\_\_\_\_

Sq. ft. of footprint home: \_\_\_\_\_

Sq. ft. of driveway: \_\_\_\_\_

Sq. ft. of sheds/barns: \_\_\_\_\_

Sq. ft. of detached garage \_\_\_\_\_

Sq. ft. of pool/hot tub \_\_\_\_\_

Sq. ft. of sidewalks: \_\_\_\_\_

Sq. ft. of patios: \_\_\_\_\_

Sq. ft. of decks: \_\_\_\_\_

Sq. ft. of porches: \_\_\_\_\_

Sq. ft. of any other impervious surfaces on property: \_\_\_\_\_ sq. ft.

**New proposed addition, patio, sidewalk, etc.:** \_\_\_\_\_ sq. ft.

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Questions listed below are to be filled in by the Township:

**Total impervious coverage allowed in this district:** \_\_\_\_\_ %

**Total impervious coverage:** \_\_\_\_\_ sq. ft./: \_\_\_\_\_ %