Upper Providence Building Permit Application
935 N Providence Road Media, PA 19063
610-565-4944

Instructions:

1)	Two sets of plans and two sets of building specifications must accompany this application. The plans must contain a rendition showing footers, elevation drawings for all sides unless sides are identical, and a plan view for each level including roof level. List building materials.

2)	Sealed plans by a PA licensed architect or PA engineer are required. The Township Code Officials may exempt this requirement for minor projects. Direct sealed plan questions to the Township Building Inspector.

3)	For additions, enclosures, new dwellings or accessory structures one plot plan must be submitted showing the following information:

   a)	The size of the lot.
   b)	Existing main structure (including if applicable rear or side porch, side deck or rear deck). Show the driveway entrance to the street.
   c)	Existing accessory structures (sheds, swimming pools, detached garages, and gazebos) with distances to the sideline, rear line, and main structure.
   d)	Location of stream, if applicable.
   e)	New structure and how it is located in relation to the main structure, stream (if applicable), and accessory structures. Provide distance from the new structure to the closest rear property line, closest side property line, closest front street line, and closest house line. Also show distances from the improvement to accessory structures and stream.

4)	This is an application. It must be reviewed by Code Officials for conformity to the Township's Codes. If the proposed structure conforms to the Township's Codes a permit will be issued within 15 working days, or 30 days for commercial, from the date of receiving a complete application. A completed application means all of the trades people have filed the permit applications for electrical, HVAC, mechanical, and plumbing.

5)	The applicant --contractor/ homeowner/ tenant-- is responsible for the accuracy of the information contained in this application and the plot plan. If the permit is issued based on incorrect building setback dimensions, incorrect building size, or missing structures and waterways the Township may rescind the permit. All expenses incurred as a result of a misrepresentation are borne by the applicant.

_____   _____
Signature   **Date**

By signing this document, I attest that I have read this form and provided all documents requested above; furthermore, that failure to provide the documents requested above does not constitute a complete application, and the UCC time review period will not begin.

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Site Address _____ **City** _____

Type_____ **Property Owner**_____

Primary Contact_____ **Phone**_____ **Email**_____

Contractor_____**Address**_____

Primary Contact_____ **Phone**_____ **Email**_____**HIC#**_____

Designer_____**Address**_____

Primary Contact_____ **Phone**_____ **Email**_____

Current Use_____**Proposed Use**_____

Type of Work_____ **Cost of Work**_____ **Sq Ft of Work Area**_____

# of existing sleeping rooms_____ **# of proposed sleeping rooms**_____ **Dumpster Required**_____

Description of work:

Applicant Signature_____ **Date**_____

Municipal/Zoning Approval_____**Date**_____

Municipal Comments:

_____

Permit Fee_____ **+$4.50 Total Fee**_____ **Permit #**_____

3ʳᵈ Party Signature_____**Date**_____

All inspection requests or code questions should be directed to Linn Architects at permits@rlinn.com or 610-566-7044 option 2.

Check #_____ **Received By**_____ **Date**_____