



Swatara Township

599 EISENHOWER BLVD., SWATARA, PA 17111

Tel: 717-564-2551 Fax: 717-564-5895

PROCESS FOR APPLYING FOR A RESIDENTIAL BUILDING PERMIT

1. COMPLETE BUILDING AND ZONING APPLICATIONS
2. PROVIDE 2 FULL SETS OF PLANS TO SCALE AND IN ACCORDANCE WITH THE 2009 IRC. PLANS NEED TO INCLUDE THE FOLLOWING DETAILS
 - A. Footer-size of footer which must be below frost line of 36 inches. With reinforcing size and spacing required.
 - B. Foundation wall – size of block, course height, reinforcing as required, anchor bolts/straps size and spacing.
 - C. Floor joists – size and spacing of floor joists; floor sheathing type and thickness.
 - D. Walls - type of construction of walls, such as 2"x4" wood stud spacing; interior finish.
 - E. Walls exterior coverings.
 - F. Floors or wall beams size and material of any beam supporting floors or walls.
 - G. Doors, windows (headers or lintels) size and type of header or lintel over any opening.
 - H. Ceiling joists size and spacing.
 - I. Rafters size, space and type of wood.
 - J. Roof or floor trusses size and spacing; pre-manufactured truss details. Roof pitch or slope of the roof and type of sheathing and shingle coverings etc.
 - K. Elevations front, side and rear.
 - L. Energy requirements (res-check calculations) see www.energycodes.gov or provide required energy specs.
 - M. Plans and specs for all utilities.
3. ALL PERMIT FEES ARE REQUIRED UPON SUBMISSION OF APPLICATION. SEE ATTACHED FORM TO CALCULATE FEES.
4. PROOF OF WORKMANS COMPENSATION INSURANCE FOR THE GENERAL CONTRACTOR LISTED ON YOUR APPLICATION.
5. SEWER CONNECTION PERMIT.
6. IF YOUR PROPERTY IS LOCATED IN FLOOD ZONE, OR SERVED BY ON LOT SEPTIC, ADDITIONAL INFORMATION MAY BE NEEDED.



RESIDENTIAL BUILDING PERMIT APPLICATION

SWATARA TOWNSHIP

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Tel: 717-564-2551 Fax: 717-564-5895

Date of application: _____

Property Owner: _____

Property Location: _____

Name of Development: _____ Lot Number _____

Contact Information (Person notified to pick up permit) _____

Phone No. _____

Type of permit: [] New Construction [] Addition/Alteration [] Shed [] Pool [] Sign [] Other

Describe proposed work in detail: _____

On lot sewage system yes no	Type of heat _____
Sanitary Sewer system yes no	Roof Material _____
Public Water yes no	Size of building _____
Located in Flood plain yes no	Square feet living _____
Number of stories _____	Square feet total _____
Number of Bedrooms _____	Square feet garage _____
Number of Bathrooms _____	Garage type: Attached Basement Detached
Deck: Y or N Size _____	Fireplace: Y or N Fuel type _____
Enclosed Porch: Y or N	Is this lot greater than 1 acre Y or N
Finished basement: Y or N	Square foot added by permit _____

General Contractor as listed on Workman's compensation insurance or notarized waiver:

Estimated value of construction: _____

PERMIT REQUIRES TWO (2) SETS OF CONSTRUCTION DRAWINGS

Signature of applicant _____

By signing this application I am certifying that all work will comply with the Uniform Construction Code and all other applicable adopted codes and ordinances for Swatara Township. I also certify that the facts and estimated values set forth in the application have been examined by me, and to the best of my knowledge are true, correct, and complete.

FOR TOWNSHIP USE ONLY	
TAX MAP PARCEL NO. _____	IS OWNER A LAW ENFORCEMENT WORKER OR JUDGE? _____
DATE OF COMPLETE SUBMISSION _____	WARD NO. _____
FEES PAID _____	
NOTES _____	



SWATARA TOWNSHIP

Zoning Permit Application

Application is hereby made to Swatara Township for a Zoning Permit in conformity with the requirements of Zoning Ordinance No. 2010-01 and any amendments thereto; for the following work.

Location of Proposed Work: _____

Property Owner(s): _____ Owner Address: _____

Applicant Name & Address: _____ Contact No. _____

New Construction Addition Shed Pool Sign Change of Use Other

Description of Work: _____

<u>Setbacks</u>	<u>Existing</u>	<u>Proposed</u>	Existing/Proposed Use: _____
Front Yard	_____	_____	Lot Area: _____ SF
Left Side	_____	_____	Proposed Coverage: _____ SF
Right Side	_____	_____	Proposed Height: _____
Rear Yard	_____	_____	Parking Spaces Required/Proposed: _____

A dimensional site plan must accompany this application showing all existing features/proposed work.

Stakeout Inspections are required on ALL applications. Applicants shall stake out the property lines & proposed work area, then notify the Township so an inspection can be performed by the Zoning Officer.

You may not proceed with construction until the Stakeout Inspection has been performed.

I hereby acknowledge the information contained herein is true and correct, and I hereby agree that all applicable provisions of the Swatara Township Zoning Ordinance shall be complied with.

Applicant Signature: _____ Date: _____

For Township Use Only -- Please Do Not Write Below This Line

Date Received: _____ Property located within the 100 year floodplain? _____

Tax Parcel No. 63- _____ Zoning District: _____

Zoning Officer Approval: _____ Date: _____

Stakeout Inspection: _____ Pass _____ Fail Date: _____

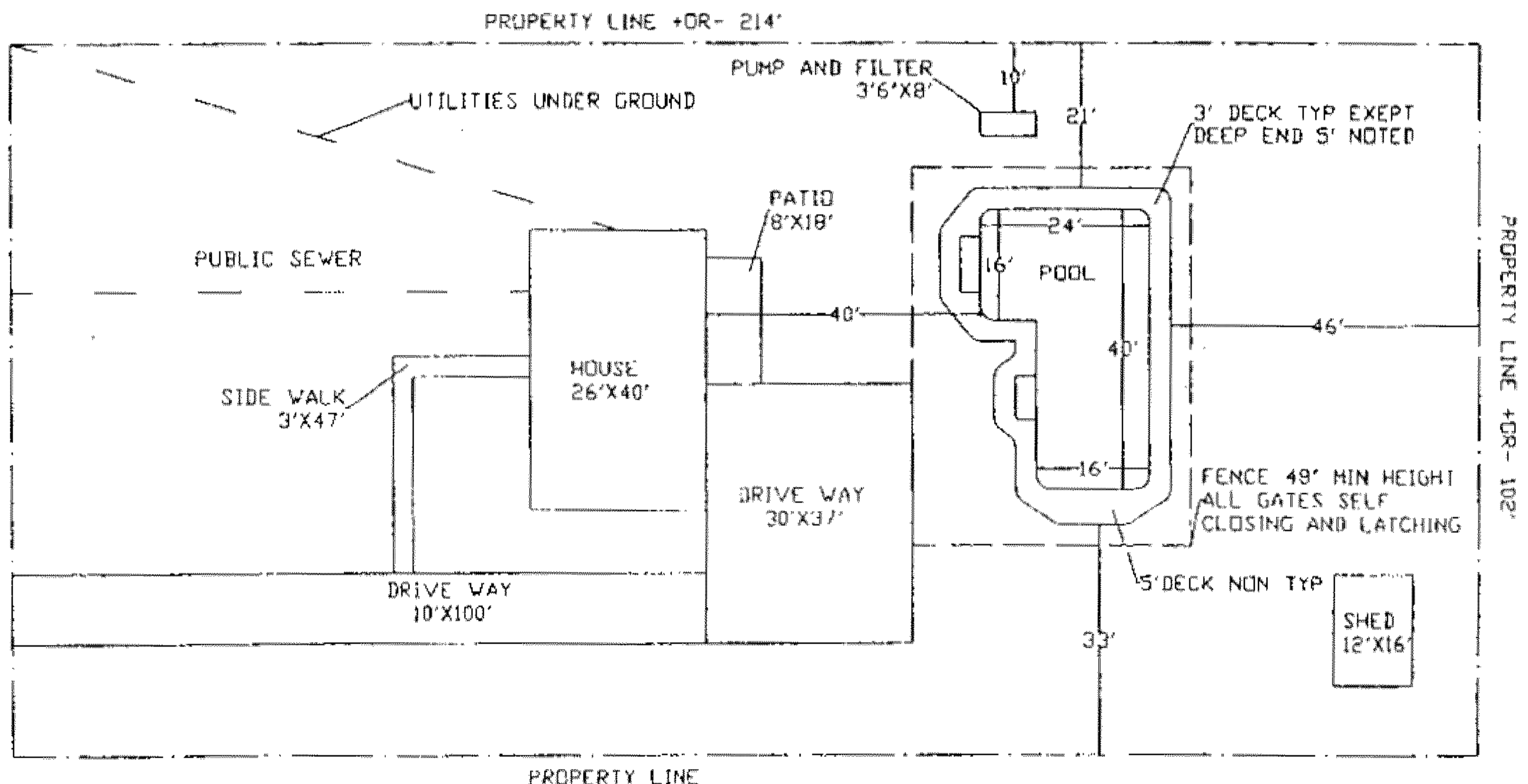
Final Inspection: _____ Pass _____ Fail Date: _____

SITE PLAN REQUIREMENTS

A dimensional site plan must be submitted with the zoning application illustrating the following:

- Location of all property lines. Include the exact length of your property lines and include the size of your lot in square feet.
- Location of all existing structures and improvements; including but not limited to, residence, driveways, walkways, sheds, decks, patios, porches, swimming pools, garages, hot tubs and any other accessory structures.
- Location of all proposed projects.
- Exact dimensions, including the area calculations in square feet, of all existing and proposed improvements on the property.
- Exact measurements from all existing and proposed improvements to all property lines.
- Locations of any easements on the property, both public and private, including the exact dimensions of the easements. *Nothing shall be placed, planted, set or put within the area of the easement that would adversely affect the function of the easement.*
- Location of the 100 year floodplain, if applicable. Boundaries of the 100 year floodplain must be staked out prior to any on site construction. Any proposed improvements to be located within the 100 year floodplain shall be in accordance with the Swatara Township Floodplain Ordinance, as amended.

SAMPLE SITE PLAN



SCALE 1"=30'



APPROVED THIRD PARTY AGENCIES

Swatara Township requires you to have a third party approval for Plan Review and Inspections of all COMMERCIAL MECHANICAL, COMMERCIAL PLUMBING, COMMERCIAL ELECTRICAL, COMMERCIAL SPRINKLER and RESIDENTIAL ELECTRICAL. The owner/applicant is responsible to contact one of our approved third party agencies listed below to obtain such approvals, costs may vary.

American Inspection Agency (717) 432-8059

Approved Code Services, Inc. (717) 506-0464

ARRO Engineering & Environmental Consultants
(717) 975-3995 Fax (717) 975-2686

BIU Of PA, Inc (Building Inspection Underwriters of PA)
(717) 582-4483 FAX (717) 582-4431

Bureau Veritas North America 1-877-392-9445
(Atlantic-Inland/Guardian Inspection)

Commonwealth Code Inspection Agency 1-800-732-0043

Middle Department Inspection Agency (717) 761-5340

National Inspection Agency (717) 238-1119 or 1-800-365-2633

*Third party plan review approvals will be required prior to permit issuance, and all third party inspections approvals required prior to CO issuance.

NOTE: If you are a contractor doing business in Swatara Township, you are required to obtain a Swatara Township Business Privilege License. Please contact that office at (717) 564-2551.