

## Building Permit Application

Site Address/Location of Project \_\_\_\_\_

Property Owner \_\_\_\_\_

Property Owner Address \_\_\_\_\_

Phone & Email \_\_\_\_\_

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Contractor \_\_\_\_\_

Address \_\_\_\_\_

Phone & Email \_\_\_\_\_

\*Applicant is (indicate one):     owner     contractor    other \_\_\_\_\_

Description of Work \_\_\_\_\_

Residential                       Commercial (requires signed & sealed plans)

Square footage to be added/affected \_\_\_\_\_    Change in use:     Yes     No

Does work to be done for this project also include Electrical, Mechanical and/or Plumbing?

YES - Separate applications & fees required     NO

New construction     Addition     Alteration     Renovation     Historic     Flood Plain

I hereby certify that I am the owner or authorized by the owner to sign this permit application that the information contained within is accurate and I/we agree to abide by all applicable laws of jurisdiction. I understand that the Borough will be approving this application based on information I have provided, that if inaccurate may affect the approvals.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

- **Required: Two sets of plans. Any applicant that is unable to provide detailed plans should contact an architect or design professional for assistance**
- **Permit fee: payable to Trappe Borough**
- **Certificate of Insurance naming the Borough as Certificate Holder.**
- **Fees cover initial plan review & inspection – additional review fees may apply**

Plot Plans (if applicable) must include the following:

- Current and proposed buildings (along with dimensions and setbacks)
- Current and proposed impervious surface coverages (square footage)
- Locations of roads, right of ways, driveways
- Locations of ponds, streams, floodplains
- Locations of sanitary/water/stormwater facility easements.

- 1.) Value of construction (remove cost of \*electrical, \*mechanical & \*plumbing): \_\_\_\_\_  
\*Separate applications and fees
- 2.) Multiply the value of construction in line 1 above by 1% (.01): \_\_\_\_\_
- 3.) Add UCC fee: \_\_\_\_\_

**PERMIT FEE DUE:** \_\_\_\_\_

Make checks payable to "Trappe Borough" **MINIMUM Building Permit Fee\*\* is \$ 200 + UCC fee)**  
 If Line 2 above is greater than the minimum, the ACTUAL FEE due is the amount on line 2 plus UCC Fee.

**FOR BOROUGH USE ONLY:**

\* Permit Fee: \_\_\_\_\_ Amount Paid: \_\_\_\_\_  
 State Surcharge: \_\_\_\_\_ Payment Type: Cash \_\_\_\_\_ Check # \_\_\_\_\_  
 Total Fee: \_\_\_\_\_ Verified: \_\_\_\_\_

- PAYMENT NOTED ABOVE
- PLANS / DOCUMENTATION
- CERTIFICATE OF INSURANCE
- WORKER'S COMP COVERAGE
- HOA APPROVAL (if applicable)
- ANY/ALL APPROVED ZONING PERMITS

PARCEL ID# \_\_\_\_\_  
 BLOCK : \_\_\_\_\_  
 UNIT: \_\_\_\_\_  
 ZONING DISTRICT: \_\_\_\_\_  
**PERMIT #** \_\_\_\_\_

Zoning Officer Approval (if applicable)

Building Code Official Approval