

## Building Permit Application

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

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

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

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

Contractor \_\_\_\_\_

Address \_\_\_\_\_

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

\*Applicant is (indicate one):  owner  contractor \* if other provide information below

\* \_\_\_\_\_

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

Residential  Commercial (requires signed & sealed plans)

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

If new structure; enter the Height \_\_\_\_\_

*A building's vertical measurement from the mean level of the ground surrounding the building to a point midway between the highest and lowest points of the roof*

Does work to be done for this project also include Electrical, Mechanical and/or Plumbing?  
 YES - Separate applications, fees and plans are required with building application submission  
 NO

New construction  Addition  Alteration  Renovation  Historic  Flood Plain

- 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
- Application must be signed
- H.O.A. approval if applicable

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

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. Permit fees are not refundable.

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Date

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%: \_\_\_\_\_

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

Make checks payable to "Trappe Borough" **MINIMUM Building Permit Fee\*\* is \$ 300)**  
If Line 2 above is greater than the minimum, the ACTUAL FEE due is the amount on line 2.

**FOR BOROUGH USE ONLY:**

\* Permit Fee: \_\_\_\_\_  
State Surcharge: \_\_\_\_\_  
Total Fee: \_\_\_\_\_

Received: \_\_\_\_\_  
Check # \_\_\_\_\_  
Verified: \_\_\_\_\_

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

PARCEL ID# \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

**PERMIT #** \_\_\_\_\_

\_\_\_\_\_  
Zoning Officer Approval (if applicable)

\_\_\_\_\_  
Building Code Official Approval