



Contact Borough Office for Pre-Application Meeting

BUILDING PERMIT APPLICATION PACKET PERMIT # _____

For Zoning Use Only
 Present Zoning District: _____ Lot Size: _____
 Proposed Zoning Use: _____ Approved or Disapproved
 Conditions: _____
 Date proposed work was reviewed by zoning: ____ / ____ / ____
 Has the Zoning Board of Conshohocken issued a special
 exception, variance, or other ruling concerning this proposed
 work or zoning
 classification? _____

For Office Use Only
 Date Application Received: _____
 Receipt # _____
 Permit Fee _____ Cash Check # _____
 Parcel # 0-500- _____
 Date Permit Issued: _____ Issued By _____

TYPES OF PERMITS THAT YOU ARE APPLYING FOR (PLEASE CHECK ALL THAT APPLY)

YES <input type="checkbox"/> or NO <input type="checkbox"/> Building	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Electrical	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Voice/Data (Commercial only)	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Plumbing	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Sewer	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Mechanical	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Fire Alarm (Commercial only)	Total Fee \$	_____	.00
YES <input type="checkbox"/> or NO <input type="checkbox"/> Sprinkler	Total Fee \$	_____	.00
PA State Surcharge	Total Fee \$	_____	4.50
TOTAL COST OF PERMIT	\$	_____	.00

Project Address _____ Floor or Suite # _____, CONSHOHOCKEN, PA 19428
 New Construction Addition Alteration Deck Tenant Fit-Out Demo Roof Other _____

USE GROUP (Please check Residential or Commercial and check which use group applies)

Commercial applications require drawings prepared by a licensed design professional

Residential = Single Family Dwelling or Two Family Dwelling **OR**
 Commercial = Business/Office Restaurant Apartment Building Triplex Other _____

PROPERTY INFORMATION

Property Owner's Name _____
 Property Owner's Mailing Address _____
 Property Owner's Daytime Phone (_____) _____ Cell Phone (_____) _____
 Fax # (_____) _____ E-Mail Address _____

APPLICANT'S INFORMATION (if different than Property Owner)

Applicant's Name (Contact Person) _____
 Company's Name _____
 Applicant's Address _____
 Applicant's Daytime Phone (_____) _____ Cell Phone (_____) _____
 Fax # (_____) _____ E-Mail Address _____

Applicant's Borough of Conshohocken Contractor's License # _____ Check if applying today
 Is there a written contract between the Owner and the Contractor? ___ Yes Copy Must Be Attached or ___ No

The information provided in this Application is true and correct to the best of my knowledge, information and belief and that these statements are made subject to the penalties of 18 Pa. C.S.A. Section 4904 relating to unsworn falsification to authorities. The undersigned is the owner of said structure or has been authorized by the owner(s) to act as agent in procuring the building permit herein requested. The undersigned also takes full responsibility for all work performed and will comply with all provisions of the Zoning Ordinance, the Building Code and with all other applicable ordinances of Conshohocken.

APPLICATION MUST BE APPROVED, PERMIT ISSUED AND POSTED ON JOB SITE PRIOR TO BEGINNING WORK!

Signature of Owner

Date
BUILDING PERMIT PAGE 1

BUILDING PERMIT SECTION

I hereby make application to (state nature of work) _____

BUILDING CONTRACTOR INFORMATION

Field	Contractor's Name	Street Address	City/State/Zip	Phone	BOC Lic # or v if applying today
General Contractor -					
Excavation -					<input type="checkbox"/>
Concrete -					<input type="checkbox"/>
Masonry -					<input type="checkbox"/>
Carpentry -					<input type="checkbox"/>
Insulation -					<input type="checkbox"/>
Drywall -					<input type="checkbox"/>
Painting-					<input type="checkbox"/>
Roofing -					<input type="checkbox"/>
Paving -					<input type="checkbox"/>

Estimated cost of construction (Building construction only) \$ _____ Total Permit Fee \$ _____

BUILDING PERMIT FEE SCHEDULE

Residential Permit Fee: minimum \$35 up to \$1000 plus \$10 each additional \$1000 or portion of.
Commercial Permit Fee: minimum \$55 up to \$1000 plus \$10 each additional \$1000 or portion of.

(OFFICE USE ONLY) Building permit application reviewed by _____ and approved _____/_____/_____

ELECTRICAL PERMIT SECTION

I hereby make application to (state nature of work) _____

Is a new service being added? If so _____-AMPS

ELECTRICAL CONTRACTOR INFORMATION

Electrical Contractor's Name	Street Address	City/State/Zip	Phone	BOC Lic # or v if applying today

Estimated cost of Electrical work \$ _____ Total Permit Fee \$ _____

ELECTRICAL PERMIT FEE SCHEDULE

Residential and Commercial Electrical Permit Fee: minimum \$75.00 plus 2% of the total cost of construction (rounded up to the next \$100.00 increment)
For projects exceeding 1 Million dollars please call the Borough.

(OFFICE USE ONLY) Electrical permit application reviewed by _____ and approved _____/_____/_____

VOICE/DATA PERMIT SECTION

I hereby make application to (state nature of work) _____

VOICE/DATA CONTRACTOR INFORMATION

VOICE/DATA Contractor's Name	Street Address	City/State/Zip	Phone	BOC Lic # or v if applying today
				<input type="checkbox"/>

Estimated cost of Voice/Data work \$ _____ Total Permit Fee \$ _____

VOICE/DATA PERMIT FEE SCHEDULE

Commercial Voice/Data Permit Fee: minimum \$75.00 plus 5% of the total cost of construction (rounded up to the next \$100.00 increment)

No Voice/Data permit is required for Residential work. For projects exceeding 1 Million dollars please call the Borough.

(OFFICE USE ONLY) Voice/Data permit application reviewed by _____ and approved _____/_____/_____

PLUMBING PERMIT SECTION

I hereby make application to (state nature of work and materials to be used) _____

Number of plumbing fixtures _____

PLUMBING CONTRACTOR INFORMATION

PLUMBING Contractor's Name **Street Address** **City/State/Zip** **Phone** **BOC Lic # or v if applying today**

Estimated cost of Plumbing work \$ _____ **Total Permit Fee \$** _____

PLUMBING PERMIT FEE

Residential	Permit Fee
New Construction (plumbing) single family dwelling per unit	\$300.00
Minimum permit (includes first 3 fixtures)	\$50.00
Each additional fixture	\$25.00
Water heater	\$50.00
Non-Residential	
Minimum permit first \$1000 cost of work	\$75.00
For each additional increment of \$1000 or portion of	\$10.00
Miscellaneous	
Irrigation systems per backflow device	\$75.00

(OFFICE USE ONLY) Plumbing permit application reviewed by _____ and approved _____/_____/_____

SEWER PERMIT SECTION

I hereby make application to connect building Main Drain to public Sanitary Sewer

Size of main drain _____ Size of pipe to be installed _____

Type of pipe to be installed _____ Type of joints in pipe _____

Location of fresh air inlet _____ No of plumbing fixtures inside building _____

No of garbage grinders in building _____ No of dwelling units inside building _____

Water supply: Public or Private Does the building presently have a private disposal system? YES or NO

Are the existing connections on the property from which storm water could enter sewer? YES or NO

SEWER CONTRACTOR INFORMATION

Sewer Contractor's Name **Street Address** **City/State/Zip** **Phone** **BOC Lic # or v if applying today**

Estimated cost of Sewer work \$ _____ **Total Permit Fee \$** _____

SEWER PERMIT FEE SCHEDULE

Building sewer including traps, new or replacement	\$100.00
Storm sewer work per inlet	\$75.00

(OFFICE USE ONLY) Sewer permit application reviewed by _____ and approved _____/_____/_____

MECHANICAL PERMIT SECTION

I hereby make application to (state nature of work and materials to be used) _____

MECHANICAL CONTRACTOR INFORMATION

Mechanical Contractor's Name **Street Address** **City/State/Zip** **Phone** **BOC Lic # or v if applying today**

Estimated cost of Mechanical work \$ _____ **Total Permit Fee \$** _____

MECHANICAL PERMIT FEE SCHEDULE

Residential	Permit Fee
New Construction (mechanical) single family dwelling per unit	\$200.00
Boiler or Furnace up to 250,000 Btu's (\$10.00 per 100 BTU's over 250,000)	\$50.00
Air condition or heat pump	\$50.00
Fuel gas piping \$10.00 per outlet (first 5 outlets min Permit Fee)	\$50.00
Non-Residential	
Minimum permit first \$1000 cost of work	\$75.00
For each additional increment of \$1000 or portion of	\$10.00

(OFFICE USE ONLY) Mechanical permit application reviewed by _____ and approved _____/_____/_____

(OFFICE USE ONLY) Permit # _____ and Project Address _____

FIRE ALARM PERMIT SECTION

I hereby make application to (state nature of work and materials to be used) _____

Type of system _____
of fire alarm initiating devices being installed or modified _____
Local alarm notification or off site alarm monitoring _____

FIRE ALARM CONTRACTOR INFORMATION

Fire Alarm Contractor's Name _____ Street Address _____ City/State/Zip _____ Phone _____ BOC Lic # or v if applying today _____

Estimated cost of Fire Alarm work \$ _____ Total Permit Fee \$ _____

FIRE ALARM FEE SCHEDULE

Number of Fire Alarm Devices -With 2 Inspections (1 Rough & 1 Final)			
1 to 10	\$255.00	76 to 100	\$1170.00
11 to 25	\$360.00	100 to 125	\$1335.00
26 to 50	\$540.00	Over 125 = \$1335.00 plus \$4.00 for each device over 125	
51 to 75	\$1020.00		

(OFFICE USE ONLY) Fire Alarm permit application reviewed by _____ and approved _____ / _____ / _____

SPRINKLER PERMIT SECTION

I hereby make application to (state nature of work and materials to be used) _____

Type of system _____
Installation of Fire Pump YES or NO Standpipes YES or NO Fire System Lateral YES or NO
of sprinkler heads being installed or modified _____ # of separate range hood systems being installed _____

SPRINKLER CONTRACTOR INFORMATION

Sprinkler Contractor's Name _____ Street Address _____ City/State/Zip _____ Phone _____ BOC Lic # or v if applying today _____

Estimated cost of Sprinkler work \$ _____ Total Permit Fee \$ _____

SPRINKLER FEE SCHEDULE

Fire Suppression Systems (Commercial)		Restaurant Wet Chemical System	
Number of Sprinklers - With 2 Inspections (1 Rough & 1 Final)		Numbers of Nozzles - Inspection and Balloon test	
1 to 20	\$155.00	1 to 15	\$250.00
21 to 100	\$340.00	16 to 30	\$390.00
101 to 200	\$680.00	31 to 50	\$625.00
201 to 300	\$920.00	Over 50 = \$625.00 plus \$10.00 for each nozzle over 50	
301 to 500	\$1540.00	Gas Suppression Systems or Dry Chemical Systems (FM200)	
Over 500 = \$1540.00 plus \$1.16 for each sprinkler over 500		Pounds of Agent - With 2 Inspections (1 Rough & 1 Final)	
Fire Suppression Systems (Residential 13D)		1 to 50	\$330.00
Numbers of Sprinklers - With 2 Inspections (1 Rough & 1 Final)		51 to 100	\$400.00
1 to 25	\$75.00	101 to 200	\$410.00
26 to 50	\$110.00	201 to 300	\$430.00
51 to 100	\$140.00	301 to 400	\$465.00
Over 100 = \$140.00 plus \$1.16 for each sprinkler over 100		401 to 500	\$865.00
Standpipe, Fire Pumps, & Underground Water Main Systems		501 to 750	\$925.00
Standpipes	\$275.00	751 to 1000	\$980.00
Fire Pumps	\$255.00	Over 1000 = \$980.00 plus \$.46 for each pound of agent over 1000	
Underground Water Main	\$360.00		

(OFFICE USE ONLY) Sprinkler permit application reviewed by _____ and approved _____ / _____ / _____

OFFICE NOTES



BOROUGH OF CONSHOHOCKEN

BUILDING PERMIT CHECK LIST

The following checklist shall be completed and submitted with all Building Permit Applications:

(Check "YES" if included. Check "NO" if not included or not applicable)

- Two complete sets** of signed/sealed plans and calculations (plus PDF file)

YES NO

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Architectural |
| <input type="checkbox"/> | <input type="checkbox"/> | Structural |
| <input type="checkbox"/> | <input type="checkbox"/> | Mechanical/HVAC |
| <input type="checkbox"/> | <input type="checkbox"/> | Electrical |
| <input type="checkbox"/> | <input type="checkbox"/> | Plumbing |
| <input type="checkbox"/> | <input type="checkbox"/> | Energy |
| <input type="checkbox"/> | <input type="checkbox"/> | Site (<i>including parking and accessible routes</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Accessibility |
| <input type="checkbox"/> | <input type="checkbox"/> | Fire Alarm |
| <input type="checkbox"/> | <input type="checkbox"/> | Sprinkler System |
| <input type="checkbox"/> | <input type="checkbox"/> | Kitchen Exhaust |
| <input type="checkbox"/> | <input type="checkbox"/> | Kitchen Hood Suppression |
| <input type="checkbox"/> | <input type="checkbox"/> | Structural Calculations (<i>signed/sealed by registered Engineer</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Mechanical Calculations (<i>signed/sealed by registered Engineer</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Fire Sprinkler Hydraulic Calculations (<i>signed/sealed by registered Engineer</i>) |

Additional Submission Items:

YES NO

- | | | | |
|-----|--------------------------|--------------------------|--|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Building Permit Application |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | Building Permit Application signed by Owner or Authorized Agent |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Electrical Permit Application |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Electrical Permit for Tele/Data |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | Completed HVAC Permit Application |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Use and Occupancy Application |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Plumbing Permit Application |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | Completed General Contractor Registration |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> | Plumbing Contractor Registration |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | Plumbing connection application and fees completed |
| 11. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Fire Alarm Application, with check list |
| 12. | <input type="checkbox"/> | <input type="checkbox"/> | Completed Fire Sprinkler Application |
| 13. | <input type="checkbox"/> | <input type="checkbox"/> | Fire alarm, sprinkler, and extinguishing systems contractor registration |
| 14. | <input type="checkbox"/> | <input type="checkbox"/> | Com-Check Energy Calculations (signed/sealed by registered Engineer) |
| 15. | <input type="checkbox"/> | <input type="checkbox"/> | Res-Check Energy Calculations (signed/sealed by registered Engineer) |

(Check "YES" if included. Check "NO" if not included or not applicable)

YES NO

- 16. Permit Fees (all permit fees shall be paid before plan reviews begin)
- 17. Approved Zoning Decision (if applicable)
- 18. Variance Copy (if applicable)
- 19. Recorded Land Development Plans (if applicable)
 - a. Land Development Agreement (if applicable)
 - b. Recorded Plans (if applicable)
 - c. Escrow Checks (if applicable)
 - d. Compliance Checklist Completed (if applicable)
- 20. Highway Occupancy Permit (if applicable)
- 21. NPDES Permit (if applicable)
- 22. 1 copy of geotechnical report (New Buildings and additions)
- 23. Special Inspection agency/agencies
- 24. Insurance Certificates (If not on file previously)
- 25. Emergency contact numbers for contractors

**Other requirements as determined by the Building Code Official may be required based on scope of project.*

Design Professional in Charge: _____

Signature: _____

Address: _____

City, State and Zip: _____

Phone Number: _____ **or Cell:** _____

Email: _____

Fax Number: _____

BUILDING PERMIT ISSUANCE CHECKLIST

BOROUGH OFFICIAL USE ONLY

Permit Being Issued: Building Demolition Foundation Only

- Permit Fees Collected
 - Demolition Escrow Posted (Demolition Only Permits)
 - Demolition Inspection Escrow Posted (Demolition Only Permits)
 - Site Improvements Escrow Posted
 - Site Inspection, Administrative/Legal Escrow Posted (2 Checks)
 - Land Development Agreement Executed
 - Land Development Plans Recorded (3 hard copies and PDF set provided)
 - PDF set of Approved Building Plans
 - Inspection Tracking Form Completed and Attached to Permit
 - Construction Standards Booklet Attached to Permit
-