

PARKESBURG BOROUGH APPLICATION FOR BUILDING PERMIT

In connection with erection of new buildings, additions, alterations, repairs, raising, moving, removing, or tearing down of any building or part of same.

DATE: _____

PERMIT NO: _____

USE: _____

TO: The Building/Zoning Officer, Borough of Parkesburg, Chester County, Pennsylvania

APPLICANT: _____
Name of Owner Address Phone Number

TAX PARCEL NO: _____

Application is hereby made for a permit to: _____

Site Location: _____
Lot No. House No. Street

Zoning District: _____ Plot of Ground: _____ X _____
Frontage Depth

The building is to be used as: _____

	Summary of Estimated Cost	Permit Fees
Building	\$ _____	\$ _____
Garages	\$ _____	\$ _____
Porches	\$ _____	\$ _____
Zoning	\$ _____	\$ _____
Other	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____

	Garage	Basement	1 st Floor	2 nd Floor	Total
Floor area (sq. ft.)	_____	_____	_____	_____	_____

I declare under the penalties of perjury that this application (including any accompanying plans and specifications) has been examined by me and to the best of my knowledge and belief is a true, correct and complete application. All construction must conform to standard engineering practices.

Permit Fee \$ _____ U&O Fee \$ _____ UCC Fee \$ _____

APPROVED _____ DENIED _____ TOTAL FEE \$ _____
Owner Signature

DATE: _____
Builder/Contractor Signature

Address of Builder/Contractor

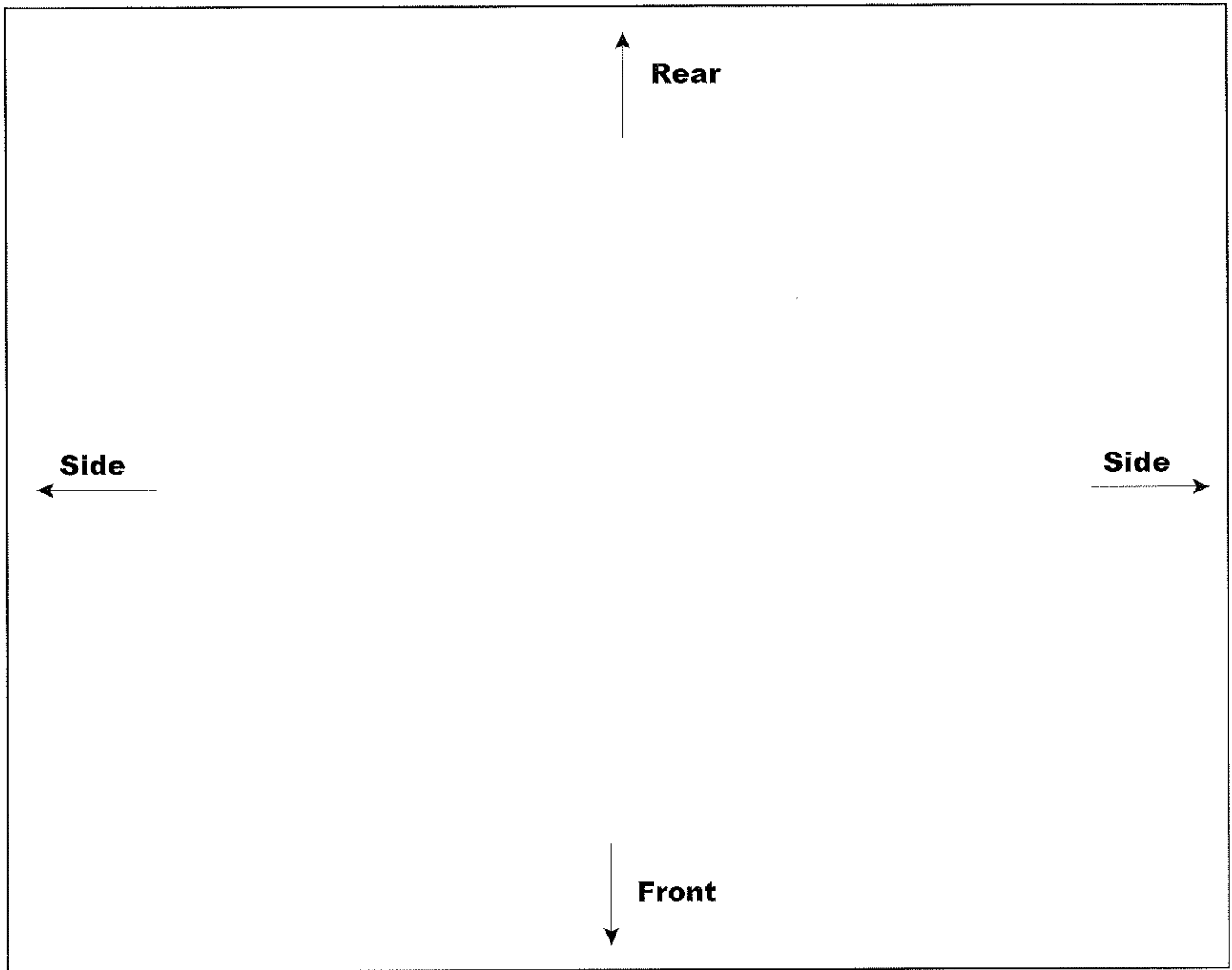
Building Inspector Signature Phone Number

Note: Two sets of plans and specifications shall accompany the application as well s two plot plans showing the size of the lot and the location of improvements thereon, giving side, rear and front yard requirements. Applicants must complete the attached insurance form pursuant to the Workers Compensation Reform Act P.A. 44

Job Site: _____

PLOT PLAN

Draw in perimeter of existing structure and proposed addition showing setback distances



Paved Street

Note to Applicant:

1. *Draw the actual location of existing structure.*
2. *Draw in the proposed addition, etc. to this structure*
3. *Show the actual distances of the proposed structure from property lines and utility easements as they will exist once construction is completed.*

MANDATORY WORKERS' COMPENSATION INSURANCE COVERAGE INFORMATION

A. Name of Applicant: _____

Federal or State Employer or Tax Identification No: _____

B. The applicant is a contractor within the meaning of the Pennsylvania Workers' Compensation Law

Yes No

If the answer is Yes please complete Section C below

If the answer is No please complete Section D below

C. Insurance Information:

Applicant is a qualified self-insurer for workers' compensation. Certificate Attached

Name of Workers' Compensation Insurer: _____

Policy Number: _____ Certificate Attached

Policy Expiration Date: _____

The undersigned deposes and says that the information set forth above is true and correct to the best of the knowledge, information and belief of the undersigned and that such is given subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Applicant's Signature

D. Exemption

Complete this Section if the applicant is a contractor claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania Workers' Compensation Law for one of the following reasons, as indicated.

Contractor with no employees. Contractor is prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance as required by Section C above.

Religious exemption under the Workers' Compensation Law.

Applicant's Signature

Sworn and subscribed to before me this

_____ day _____, 20

Notary Public

BOROUGH OF PARKESBURG

BUILDING PERMIT REQUIREMENT CHECKLIST

In order to expedite your permit application the following documentation *may* be required as a condition for approval.

- _____ Completed Building Permit Application
- _____ Completed Plumbing Permit Application
- _____ Completed Plumber's Registration
- _____ Completed Electrical Permit Application
- _____ Completed Grading Permit Application
- _____ New construction must comply with International Energy Conservation Code
- _____ Worker's compensation form pursuant to the Worker's Compensation Reform Act, Pa. 44. Homeowners are **not** considered contractors.
- _____ Two (2) sets of blueprints depicting scope of work. The plans must be sealed by a registered architect. If the homeowner is the builder, the plans may be submitted without an architect's seal.
- _____ Two (2) plot plans indicating zoning requirements, driveway, utilities, etc.
- _____ Two (2) sets of grading plans demonstrating compliance with proper stormwater management, erosion and sediment controls.
- _____ Road opening permit for new access to lot indicating clear sight triangle, distances and drainage swales.
- _____ Potable water permit.
- _____ Sewage permit.
- _____ Homeowner's Association approval (if applicable).

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

This list does not preclude any other governmental approvals. When in doubt, please contact the Building Inspector at 610-857-2616.

COUNTY OF CHESTER

ASSESSMENT OFFICE

313 W. MARKET STREET, SUITE 4202, P.O. BOX 2748, WESTCHESTER, PA 19380-0991

610-344-6105
Fax 610-344-5902
www.chesco.org

JONATHAN B. SCHUCK, MBA CPE
Director Of Assessment

Dear Property Owner:

As you have applied for a building permit from your municipality, the county Assessment Office would like to advise you of the steps surrounding our involvement in the process. We would like to make sure that you are aware of what will take place during construction and after the improvement is finished.

- 1) The municipality is required to supply a list of all building and zoning permits to the Assessment Office monthly.
- 2) An assessor will visit your property when they are in your municipality (generally rotate through every 2-3 months).
- 3) When arriving at your property, the assessor will come to the front door and identify themselves wearing a Chester County I. D. badge and will present a business card. They will ask you questions about the building permit and may need to measure the improvements (from the outside).
- 4) If you are not home when the assessor arrives, a business card will be left with a note on the flip side of the card. The assessor will proceed to the improvement and measure if the work is sufficiently complete. Otherwise they will mark it for a revisit the next time they are in the municipality.
- 5) Please cooperate with the assessor, as he or she is simply trying to get the correct information about your improvement, so there will be no mistakes on the county record.
- 6) After the construction is finished or 30 months has elapsed your improvement will be assessed and added to your property record card.
- 7) You will receive a notice from our office changing your assessment reflecting the addition of the new improvement. If you require more information please call our office at 610-344-6105 and ask to speak to the assessor assigned to your municipality.

It is the intention of this letter to inform you of the assessment process so that you realize that we will be visiting your property. Please note that due to time constraints we generally **do not make appointments**, unless absolutely necessary. Please be patient when an assessor knocks on your door and answer any questions to the best of your ability. Thank you for your anticipated cooperation.

Sincerely,

Jonathan B. Schuck, Director
Susan L. Caldwell, CPE, Chief Assessor