MONTGOMERY TOWNSHIP
DEPARTMENT OF PLANNING AND ZONING
1001 STUMP ROAD, MONTGOMERYVILLE, PA 18936-9605
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www.montgomerytwp.org

BUILDING PERMIT APPLICATION

Permit # _____ **Fee $** _____ **Check #** _____

PERMIT TYPE: ____ Building ____ Electrical/Alarm ____ Plumbing ____ HVAC/Mechanical/Sprinkler ___Other

Description:

PROPERTY INFORMATION (Site address where work is to be performed)

Street Address	City/State/Zip
Tenant / Business Name (Non-Residential Only)	

PROPERTY OWNER INFORMATION

Name	Daytime Phone #
Email Address	Cell Phone #
Street Address	City/State/Zip

APPLICANT INFORMATION (Contact for plan reviews and permit correspondence)

Name / Business Name	
Email Address	Phone#
Street Address	City/State/Zip

PERMIT TO BE PICKED UP OR MAILED TO APPLICANT? ☐ PICK UP ☐ MAIL

CONTRACTOR INFORMATION

(ALL CONTRACTORS MUST BE PROPERLY REGISTERED BEFORE PERMIT IS ISSUED)

CONTRACTOR	NAME	ADDRESS	DAYTIME PHONE #	Estimated VALUE $
GENERAL				
ELECTRICAL				
ALARM				
PLUMBING				
HVAC/MECH				
SPRINKLER				
ROOFING				
FOUNDATION				
CARPENTRY				
OTHER				

PROPOSED GENERAL CONSTRUCTION WORK

☐ ADDITION	☐ GENERATOR	☐ ROOF OVER FRONT PORCH
☐ BASEMENT RENOVATION (Bedroom requires 2nd means of egress)		☐ SHED
☐ BATHROOM RENOVATION	☐ INTERIOR ALTERATION	☐ SOLAR
☐ DECK	☐ KITCHEN RENOVATION	☐ SUNROOM / ENCLOSED REAR PORCH
☐ DECK WITH ROOF	☐ NEW CONSTRUCTION	☐ TENANT FIT-OUT
☐ FENCE	☐ PATIO	☐ WALKWAY
☐ FENCE CROSSING EASEMENT	☐ PATIO WITH ROOF	☐ OTHER

NOTE: Manual J Heat Load Calculations - required for all new construction or new living space if using existing heat system

DETAILED DESCRIPTION OF WORK:

Construction Type: ☐ NonResidential ☐ Residential	CONTRACT VALUE FOR GENERAL CONSTRUCTION EXCLUDING: ELEC,PLUMB,HVAC $	Sq. Ft. of Total Project

ELECTRICAL (2 PLAN SETS) and/or FIRE ALARM (2 PLAN SETS)

Electrical plans must be approved by a Third-Party Inspection Agency prior to submission of permit application.
(Fire Alarm Alteration/Addition Plans do not require Third Party approval)

DESCRIPTION OF WORK:

APPLICANT IS RESPONSIBLE TO CONTRACT WITH A THIRD-PARTY INSPECTOR. ANY PA APPROVED THIRD PARTY ELECTRICAL INSPECTION CO. MAY BE USED FOR PROJECT. SEE PA DEPT OF LABOR & INDUSTRY FOR A COMPLETE LIST OF APPROVED THIRD-PARTY AGENCIES.

TOTAL ELECTRIC CONTRACT VALUE $

TOTAL FIRE ALARM CONTRACT VALUE $

HVAC / MECHANICAL WORK / SPRINKLER (2 PLAN SETS)

PROPOSED WORK:

☐ Above ground Tank _____ gallons	☐ Extension of existing supply/return ducts only	☐ Stove – Wood/Coal/Pellet
☐ Underground Tank _____ gallons	☐ Replacement HVAC (in-kind)	☐ Masonry Fireplace (New)
☐ Underground Tank Removal _____ gal	☐ Replacement HVAC (fuel source change)	☐ Masonry Fireplace (Repair)
☐ Stand Pipe	☐ New HVAC Unit(s)	☐ Generator
☐ Ansul System – Alteration	☐ Sprinkler System – New	☐ Exhaust Hood
☐ Ansul System – New	☐ Sprinkler System – Alteration	☐
☐	☐	☐
☐	☐	

TOTAL HVAC / MECHANICAL CONTRACT VALUE $

TOTAL SPRINKLER CONTRACT VALUE $

PLUMBING WORK ENTER THE NUMBER OF FIXTURES BEING INSTALLED OR REPLACED
PROVIDE RISER DIAGRAM

FIXTURES:	Qty New:	Qty Replaced:
Bath / Tubs / Showers		
Dishwashers		
Drinking fountains		
Ejector pumps		
Floor drains / Floor sinks		
Garbage Disposal / Grease trap / Interceptors		
Irrigation System		
Water heaters (expansion tank required)		
Washing Machine/ Hose Bib		
Sinks / Mop Sinks		
Urinals / Toilets		
Water Service Line - Building Sewer Line		
Water Softener		
Other:		
PLUMBING CONTRACT VALUE $	NEW FIXTURES- SEE MTMSA	

NOTE: PERMIT SUBMISSION ***DOES NOT*** GRANT "APPROVAL" TO START WORK.

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit. I understand that the issuance of the permit creates no legal liability, express or implied, on Montgomery Township; and certify that all the above information is accurate. A permit issued is subject to Section 105.4 of the IRC and the IBC, as amended. Permit expires if work is not started in 6 months, not completed in 12 months, or if work is discontinued for 6 months in the judgment of the Township. The Building Inspector, or the Inspector's authorized agent, is authorized to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the proposed work. Failure to comply with the above will result in a STOP WORK order. The Township reserves the right to request a copy of all contracts for work performed.

Owner/Applicant Signature: **Date**

FOR OFFICE USE ONLY:

TYPE	PERMIT FEE	TYPE	PERMIT FEE
BUILDING		DECK / PATIO - OPEN	
ELECTRICAL		DECK / PATIO – with ROOF	
FIRE ALARM		FENCE	
HVAC / MECHANICAL		SHED	
PLUMBING		PARK & REC FEE	
ROOF		OTHER	
SPRINKLER		PA STATE / ACT 13	**$ 4.50**
USE & OCCUPANCY		STORMWATER MANAGEMENT FEE	
ZONING			
		TOTAL PERMIT FEE	
		CHECK#	

ZONING OFFICIAL DATE **BUILDING INSPECTOR** DATE

PROVIDE a SKETCH for the LOCATION of the PROPOSED STRUCTURE:

FOR NEW CONSTRUCTION, ADDITION, DECK, PATIO, SUNROOM, GARAGE, SHED, DRIVEWAY, FENCE, ETC…

**A SITE PLAN SHOWING LOT LINES, EXISTING AND PROPOSED STRUCTURES WITH DIMENSIONS, EASEMENTS, AND PROPOSED SETBACKS FROM LOT LINES MUST BE SUBMITTED. IT IS RECOMMENDED THAT AN "AS-BUILT" SITE PLAN BE USED IF POSSIBLE. IN MOST CASES, ONE CAN BE OBTAINED FROM THE PLANNING OFFICE.
IF SITE PLAN IS NOT AVAILABLE, PLEASE USE THE SITE BELOW.

REAR YARD

LEFT SIDE

RIGHT SIDE

House

FRONT

SETBACK INFORMATION: (The distance from the property line to the proposed structure)			
Front Yard	**Rear Yard**	**Side Yard (R)**	**Side Yard (L)**
Height of Structure / Building	**Crossing Easement? Yes _____ No _____**		

Impervious Surface / Coverage Calculations:

House (with attached garage) Footprint (sq. ft.)	**Pool Decking (exclude water area) (sq. ft.)**
Driveway (sq. ft.)	**Detached Garage (sq. ft.)**
Walkway (sq. ft.)	**Shed (sq. ft.)**
Concrete/Stone/Pavers Patio area (sq. ft.)	**Proposed New Work (sq. ft.)**
A. Total impervious coverage area (existing and proposed) sq. ft. =	
B. Lot Size (sq. ft.)	**(A divided by B) % Impervious Coverage =**

R-1 Residential/Cluster 30%	R-3B Residential
R-1 Historical Overlay 40%	Single Family Estate lots 45%
R-1 Residential Open Space Design Overlay 35%	Single Family Village lots 55%
	Single Family detached fee simple lots 65%
R-2 Residential 30%	R-5 Residential 40%
R-2 Cluster/Historical 40%	
R-3 / R-3A Twin/Townhouse 80%	R-6 Golf Course
	Single Family Detached 50%
MHP Mobile Home Park 35%	Single Family Attached 70%
	Patio Homes 80%

***** IMPERVIOUS SURFACE – INCAPABLE OF BEING PENETRATED BY WATER (HOUSE, DRIVEWAY, WALKWAY, PATIO, SHED)**