

EAST GOSHEN TOWNSHIP PERMIT SUBMISSION CHECKLIST

PLEASE INCLUDE ALL REQUIRED INFORMATION DESCRIBED BELOW WITH THE PERMIT APPLICATION.

Incomplete Permit Applications will delay the permit review process.

Property Address: _____

TPN: _____ - _____ - _____ Type of Property: Residential Nonresidential

Forms & Documents:

- Building permit application
- Stormwater Management application
- Contract signed by property owner and contractor
All work to be performed by a tradesperson must be identified within the contract(s) and signed by the property owner.
- Building plans- 2 copies of residential plans, 3 SEALED copies of nonresidential plans.
Each set of plans must include all specs, materials required, sizes, etc. HVAC units require product specification information. Commercial projects that include electrical work must have the electrical plans reviewed and approved by a licensed third-party electrical inspector and submitted with the permit application (3 sets). A marked set of all plans will be returned to the applicant upon approval.
- Site plan (2 copies)
If the project increases the building(s) footprint, adds a new structure or requires a stormwater management application, please provide a site plan showing all proposed improvements and the distances to all property lines; in some cases, a property boundary survey may be required.
- Building and impervious coverage calculations

Contractor/subcontractor documents:

All insurance certificates must have East Goshen Township listed as the Certificate Holder.

General Contractor Insurance Workers Comp/Affidavit PA HIC # _____

Electrician Insurance Workers Comp/Affidavit PA HIC # _____

Plumber Insurance Workers Comp/Affidavit PA HIC # _____

HVAC Insurance Workers Comp/Affidavit PA HIC # _____

EAST GOSHEN TOWNSHIP
BUILDING & ZONING PERMIT APPLICATION
1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950
codes@eastgoshen.org

Date: _____

Date Received: _____

1. PROPERTY ADDRESS: _____ TPN: _____

City: _____ State: _____ Zip: _____

2. PROPERTY OWNER 1: _____ **PROPERTY OWNER 2:** _____

Property Owner Address (if different from property address): _____

Phone #1: _____ Phone #2: _____

Email #1: _____ Email #2: _____

3. CONTRACTOR INFORMATION

BUSINESS NAME	CONTRACTOR TYPE	PHONE	EMAIL	PA HIC #	TWP #
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4. PROJECT INFORMATION

Project Type: _____ Total Cost of Project: _____ Total Sq. Footage: _____

Is the property an Historic Resource?: _____ Does the property have any easements?: _____ (Show on site plan)

Is the structure located within the floodplain (SFHA – Special Flood Hazard Area)?: _____

Project Description: (Provide a detailed description of the work proposed.)

5. IMPERVIOUS COVERAGE: IF THE PROJECT INCREASES THE IMPERVIOUS COVER ON THE PROPERTY, COMPLETE A STORMWATER MANAGEMENT PERMIT APPLICATION AND SUBMIT IT WITH THIS APPLICATION. IF THE PROJECT ADDS A STRUCTURE TO THE PROPERTY, INCREASES THE SIZE OF A STRUCTURE, OR INCREASES THE IMPERVIOUS COVERAGE ON THE PROPERTY, A SITE PLAN MUST BE SUBMITTED WITH THE PERMIT APPLICATION.

(DECKS, PATIOS, SHEDS, ADDITIONS, NEW STONE OR PAVED DRIVEWAYS, ETC., ARE ALL IMPERVIOUS)

Does the project create new impervious cover on the property?: _____ (If yes, indicate area and show on site plan.)

New Impervious Square Feet: _____

6. CERTIFICATION

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as the authorized agent and we agree to conform to all applicable laws of this jurisdiction. Construction shall comply with all applicable township codes and the Adopted ICC Building Codes. This application has been examined by me and to my knowledge and belief is a true, correct, and complete application.

PROJECT CONTACT NAME _____ SIGNATURE: _____ DATE: _____

(We will contact the person listed here with questions and/or information regarding this project.)

CELL PHONE #: _____ EMAIL: _____

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7. SITE PLAN: Show existing features of the property, property lines, easements, and project dimensions.

A large grid of graph paper, consisting of small squares, intended for drawing a site plan. The grid covers most of the page below the instructions.