



**ENGINEERING  
DEPARTMENT**

4975 DeMoss Road  
Reading, PA 19606  
610-779-5702

**APPLICATION FOR BUILDING PERMIT  
MISCELLANEOUS**

**LOCATION**

Address: \_\_\_\_\_ PIN#: \_\_\_\_\_  
Cross Streets: \_\_\_\_\_ and \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Lot#: \_\_\_\_\_ Lot Size: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ Property Use: \_\_\_\_\_  
Property Access: Public Road \_\_\_ Private Road \_\_\_ ROW \_\_\_ Easement \_\_\_ Other \_\_\_\_\_  
Water Supply: Public \_\_\_ Private \_\_\_ Sewage Disposal: Public \_\_\_ Private \_\_\_

**IDENTIFICATION**

**Owner:** Name: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Address: \_\_\_\_\_  
**Contractor:** Name: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_

**BUILDING INFO**

Type of Work:(circle those that apply)  
**Deck:** Height: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ **Fence:** Height: \_\_\_\_\_ Type: \_\_\_\_\_  
**Patio:** Type: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ **Retaining Wall:** Height: \_\_\_\_\_ Type: \_\_\_\_\_  
**Pool:** Above-ground \_\_\_ In-ground \_\_\_ Height: \_\_\_\_\_ Depth: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_  
**Shed / Detached Garage:** Dimen.(L x W x H): \_\_\_\_\_ Sq. Ft.: \_\_\_\_\_ Foundation: \_\_\_\_\_  
**Driveway:** Width: \_\_\_\_\_ Grade: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_  
**Repair/Replace:** Description: \_\_\_\_\_  
**Alteration:** Description: \_\_\_\_\_  
**Demolition:** Description: \_\_\_\_\_  
**Mechanical / Electrical / Gas:** Description: \_\_\_\_\_  
**Other:** \_\_\_\_\_  
**Estimated Cost:** \_\_\_\_\_

**Utility Access to Property**

Utility	Easement	Street	Right-of-Way	N/A
Electric				
Gas				
Sewer				
Water				
Cable				
Telephone				

Initial all that apply

\_\_\_\_\_ We (circle one) have / have not attached a Stormwater Drainage Plan (applies to any structure adding impervious surface). If not, we meet the exemption criteria from Table 402-1 of the Exeter Township Stormwater Ordinance. This Table can be found on the last page of this application.

\_\_\_\_\_ We have shown all known easements and rights-of-way on the required site plan.

\_\_\_\_\_ The subject property (circle one) is / is not in a flood zone.

\_\_\_\_\_ The subject property (circle one) is / is not a corner lot.

\_\_\_\_\_ There are no deed restrictions preventing this work.

\_\_\_\_\_ There (circle one) are / are not wetlands on the subject property.

\_\_\_\_\_ This project will not create a drainage problem for neighboring properties.

\_\_\_\_\_ We have obtained and present herewith an on-lot sewage disposal permit or waiver from the Township's Sewage Enforcement Officer (as applicable for new buildings and expansions).

\_\_\_\_\_ We have obtained and present herewith the necessary Erosion and Sediment Control approval from the Berks County Conservation District for disturbed areas over 5,000 square feet.

\_\_\_\_\_ We understand the need to contact PA One Call (if applicable) at 1-800-242-1776 prior to digging.

\_\_\_\_\_ We understand that no work shall commence relative to this project until the approved permit is received.

\_\_\_\_\_ We understand that the following inspections are required (where applicable) and that a 24-hour advance notice is required: Footing, Foundation, Insulation, Drywall, Framing, Mechanical, Final, Roof in progress, Fire Protection, Plumbing, Accessibility, Energy Conservation and Electrical.

\_\_\_\_\_ We understand that in the event Exeter Township incurs consulting engineering charges to perform any review or inspection for this particular permit, we will not receive our certificate of use and occupancy until such additional fees are paid in full by us.

\_\_\_\_\_ An alarm permit will be obtained from the Exeter Township Police Department.

\_\_\_\_\_ We are the owners of record of the subject property or we present written authorization from the owner of the property authorizing the work and designating us as agent.

Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_

<b>BUILDING PERMIT FEES</b> (subject to currently adopted fee schedule resolution)	<b>AMOUNT</b>	<b>AMOUNT DUE</b>	<b>DATE PAID</b>
PA UNIFORM CONSTRUCTION CODE - L&I FEE(per UCC regulated permit)	\$4.50		
PERMIT ISSUANCE FEE: (all building, zoning, and road occupancy permits)	\$5.00		
POOLS: (greater than 24" deep is UCC regulated)			
Above-ground	\$200.00		
In-ground	\$300.00		
Non-Residential	\$500.00		
SHEDS / DETACHED GARAGES:			
under 150 sq. ft.	\$75.00		
150-250 sq. ft.	\$100.00		
251-999 sq. ft.	\$125.00		
1000 sq. ft. or more(UCC regulated)	\$300.00		
Non-Residential (\$150 minimum)	\$0.50/sq. ft.		
DECK: Under 30" high	\$75.00		
Over 30" high regulated by UCC (zoning permit included)	\$150.00		
FENCE: Up to 6' high	\$75.00		
Over 6' high regulated by UCC (zoning permit included)	\$100.00		
Non-Residential	\$125.00		
PATIO/PORCH: Residential	\$75.00		
Non-Residential –	\$125.00		
RETAINING WALL: Up to 4' high	\$75.00		
Over 4' (regulated by UCC)	\$100.00		
Non-Residential	\$125.00		
DRIVEWAY:			
Low Volume, Expansion, or Resurfacing	\$75.00		
Medium Volume (Non-Residential)	\$200.00		
High Volume (Non-Residential)	\$300.00		
over 30" above grade (regulated by UCC)	\$100.00		
Road Occupancy Permit (driveway onto Township road)	\$150.00		
REPAIR/REPLACE: (Reroofing over 25% regulated by UCC)	\$75.00		
Sidewalk/apron/curb in ROW	N/C		
Non-Residential	\$100.00		
ALTERATION: Structure alteration (zoning permit included)	\$125.00		
Non-Residential - for the first 1000 sq. ft. (\$100 for each additional 1000 sq. ft.)	\$250.00		
DEMOLITION: (Plumbing permit required to cap public sewer)			
Non-Residential/Industrial (entire building)	\$500.00		
Non-Residential/Industrial (interior only) & Residential (entire home)	\$150.00		
Residential outbuildings and sheds	\$75.00		
Mobile Home	\$100.00		
Non-Residential: (regulated by UCC)			
Electrical Systems:	(1.5% of prj		
Gas Systems:	cost or min of		
Mechanical Systems:	\$250.00)		
Residential: (regulated by UCC)			
Electrical Systems:	\$125.00		
Gas Systems (New):	\$125.00		
Gas Systems (Replacement)	\$100.00		
Mechanical Systems (New):	\$175.00		
Mechanical Systems (Replacement)	\$125.00		
Failed Inspection or Re-inspection:	\$75.00		
Certificate of Occupancy: Residential:	\$100.00		
Non-Residential:	\$150.00		
	TOTAL:		

TABLE 402-1

**SUBMISSION CHECKLIST**

- \_\_\_ **Submit Site Plan** (showing: streets, dimensions, easements, property lines, structures, driveway w/grades, roof leaders, and if applicable, well, septic system, and propane tank)
- \_\_\_ **Submit Specifications** (layout and list of materials)
- \_\_\_ **Submit Stormwater Drainage Plan** (if applicable and not exempt)
- \_\_\_ **Submit Fees** - Due at time of application, will not be processed without fees.
- \_\_\_ **if contractor, submit proof of Worker's Compensation Insurance and letter of authorization from owner**

1 to less than 2 acres	2.0	1,500	50 ft.
2 to less than 3 acres	1.5	1,900	100 ft.
3 acres and greater	1.0	4,000	150 ft.

\* Note : The minimum distance is between the proposed impervious area and / or stormwater controls / structures discharge point to the downstream property line.

