

Manheim Borough

15 East High Street, Manheim, PA 17545

Phone 717.665.2461, Fax 717-665-7324

BUILDING PERMIT APPLICATION

Official Use Only:	Date Filed _____ Granted _____	Permit Number _____ Denied _____
---------------------------	-----------------------------------	-------------------------------------

Address of Project _____

Owner's Name _____ Phone _____

Owner's Address _____ Email _____

Applicant's Name _____ Phone _____

Project Contact Person _____ Phone _____

Contractor _____ Phone _____

Address _____ HIC # _____

Subcontractor 1 _____ HIC # _____

Subcontractor 2 _____ HIC # _____

*All contractors/subcontractors must provide the borough with their Pennsylvania HIC #.

*A certificate of liability insurance must be provided to the Borough before a permit can be approved.

*If a Worker's Compensation exemption is being claimed, please complete the provided form, sign before a Notary, and attach to this application.

Description of Work (check all that apply)		
Plans and/Drawings are attached: Yes No		
<input type="checkbox"/> New Building	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Addition	<input type="checkbox"/> Demolition	_____
<input type="checkbox"/> Alteration	<input type="checkbox"/> Fire Suppression	_____
<input type="checkbox"/> Electrical	<input type="checkbox"/> Accessibility	_____
<input type="checkbox"/> Plumbing	<input type="checkbox"/> Erosion Control	_____

Local Economic Revitalization Tax Assistance (LERTA)

For information regarding LERTA, which provides tax incentives for investing in properties in the Borough, please visit; www.manheimboro.org.

Cost of Construction \$ _____ Square Footage _____

Brief Description of Project: _____

Please provide all applicable permits, certifications of licensing requirements which may apply under the following:

1) Elevator or Lift Device Regulations

2) Boiler and Unfired Pressure Vessel Law

3) Propane and Liquefied Petroleum Gas Act

4) Health Care Facilities Act

5) Older Adult Living Centers Licensing Act

- The Applicant certifies that all information is correct, and the work will be completed in accordance with the approved construction documents and the PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Borough.
- The property owner and applicant assume the responsibility of locating all property lines, setback lines, easements, right of ways, flood areas, etc.
- Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel, or set aside any provisions of the codes or ordinances of the Borough or any other governing body.
- The Applicant certifies that he/she understands all the applicable codes, ordinances, and regulations.
- Application for a permit shall be made by the Owner or Lessee of the building or structure, or Agent of either or by the registered Design Professional employed with regards to the proposed work.
- I certify that the Code Official or the Code Officials Authorized Agent shall have the authority to enter areas covered by said permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.
- I understand that I am responsible for any plan review fees or any additional inspection fees, which may be required during construction, that were not outlined during the initial permit approval.
- I understand that all fees must be paid in full before a permit can be issued. I agree that I am responsible for any fees incurred in reviewing proposed projects even if I chose not to pursue them.

Borough administrative/reviewing fee \$ _____

Building inspection & plan review fee \$ **Please see attached invoice from CCIS.**

Applicant Signature _____

Check Number _____ Date _____

Manheim Borough Approved By _____ Date _____

*Payment is due when the Permit is picked up and shall be provided with two separate checks if applicable.

*Zoning and Administrative/Review fees shall be made out to Manheim Borough.

*Inspection and Plan Review fees shall be made out to Commonwealth Code Inspection Services (from invoice).

**NO WORK MAY BEGIN UNTIL THE APPLICABLE PERMITS
ARE APPROVED AND ISSUED**