

Exeter Township  
Berks County, Pennsylvania  
4975 DeMoss Road  
Reading PA 19606  
www.exetertownship.com



Office: 610-779-5660  
Fax: 610-779-5950  
Engineering: 610-779-5702  
Fire Codes: 610-779-4888  
Parks & Rec.: 610-406-0263  
Police: 610-779-1490  
Treatment Plant: 610-582-8300

## EXETER TOWNSHIP

Engineering

### APPLICATION FOR BUILDING PERMIT NEW BUILDING / ADDITION

#### LOCATION

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

#### IDENTIFICATION

**Owner:** Name: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Address: \_\_\_\_\_  
**Contractor:** Name: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: (for insp. notifications) \_\_\_\_\_

#### BUILDING INFO

Residential: home \_\_\_ addition \_\_\_ Non-Residential: building \_\_\_ addition \_\_\_  
Type of Frame: \_\_\_\_\_ Type of Heating: \_\_\_\_\_  
Number of Bedrooms: \_\_\_\_\_ Number of Bathrooms: \_\_\_\_\_  
Water Supply: Public \_\_\_ Private \_\_\_ Sewage Disposal: Public \_\_\_ Private \_\_\_  
Number of off-street parking spaces(excluding garage): \_\_\_\_\_  
Proposed Use of addition: \_\_\_\_\_  
**Estimated Cost:** \_\_\_\_\_

#### DIMENSIONS

Number of Stories: \_\_\_\_\_  
Building Height: \_\_\_\_\_  
Habitable Space(sq. ft.): \_\_\_\_\_  
Garage/Uninhabitable  
Space(sq. ft.): \_\_\_\_\_  
Total sq. ft.: \_\_\_\_\_

**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 by State-certified third party.
- \_\_\_\_\_ 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)	\$4.00		
PERMIT ISSUANCE FEE: (all building, zoning, and road occupancy permits)	\$5.00		
BUILDING PERMIT FEE (per sq. ft. of finished space) New construction and non-residential Residential additions (Minimum fee \$50 for Residential, \$100 for non-residential) Additional above zoning heights	\$0.40 \$0.35 \$4.00		
PLUMBING PERMIT # _____ (\$50 sewer lot or \$50 septic system, \$10 each fixture, \$10 relief valve, \$50 inspection fee for water meter). – Minimum Fee: \$50			
SEWER CONNECTION FEE (For Township crew to connect to existing Township sewer).	\$275.00		
SEWER TAPPING FEE (\$2,040/new dwelling unit; \$2,040/EDU (Equivalent Dwelling Unit) for commercial and industrial - 1 EDU per 229 g.p.d. water consumption).			
SEWER COLLECTION FEE (If connection is to an Authority installed sewer main) (If connection is to an Authority installed sewer lateral)	\$675.00 \$750.00		
STREET LATERAL INSPECTION FEE (From main to curb)	\$45.00		
CUSTOMERS FACILITIES FEE (Inspection from curb to building)	\$65.00		
WATER METER FEE (For homes with wells and public sewers).	\$335.75		
RECREATION FUND FEE (Applies to new residential units to be used for construction of new recreational facilities)	\$1,250.00		
DRIVEWAY: Low Volume, Expansion, or Resurfacing Medium Volume (Non-Residential) High Volume (Non-Residential) over 30" above grade (regulated by UCC) Road Occupancy Permit (driveway onto Township road)	\$50.00 \$200.00 \$300.00 \$100.00 \$100.00		
ROAD OCCUPANCY PERMIT FEE (\$100 issuance fee for laterals/repairs; Mains: first 100 ft.- \$200, each additional 100 ft. or fraction thereof \$50).			
Non-Residential: (regulated by UCC) Electrical Systems: Gas Systems: Mechanical Systems:  Residential: (regulated by UCC) Electrical Systems: (inspected by 3rd party w/ report to twp) Gas Systems: Mechanical Systems:	(1.5% of prj cost or min of \$200.00)    \$50.00 \$50.00 \$50.00		
Failed Inspection or Reinspection:	\$50.00		
Certificate of Occupancy: Residential: Non-Residential:	\$50.00 \$100.00		
	TOTAL:		

### SUBMISSION CHECKLIST

- \_\_\_ **Submit Site Plan** (showing: streets, dimensions, easments, property lines, structures, driveway w/ grades, roof leaders, and if applicable, well, septic system, and propane tank)
- \_\_\_ **Submit Architectural Drawings**
- \_\_\_ **Submit Stormwater Drainage Plan** (if applicable and not exempt)
- \_\_\_ **Non-Residential Projects - Submit drawings** (Title Page, Site Plan, Floor Plan, Structural, Electrical, Mechanical, Plumbing, and Fire Protection)
- \_\_\_ **Submit Fees** - Due at time of application - will not be processed without fees
- \_\_\_ **Licensed Plumber must submit Plumbing Permit Application**
- \_\_\_ **if contractor, submit proof of Worker's Compensation Insurance and letter of authorization from owner**
- \_\_\_ **if septic, submit permit from Sewage Enforcement Officer**
- \_\_\_ **if alarm installed, submit permit from Exeter Police Department**

