

**EXETER TOWNSHIP 6-08
BUILDING PERMIT INFORMATION SHEET**

The following is a list of permits and information that must be supplied before a building permit will be issued. This list is meant as an explanation of terms and to assist the prospective builder in procedures that must be followed. Actual permits required for a particular building are determined on an individual basis.

Exeter Township opted in on the Pennsylvania Uniform Construction Code on April 19, 2004. This applies to all new construction, decks over 30”H, driveways and sidewalks over 30” above grade, fences over 6’H, pools over 24”H, RACC over 1000s.f., retaining walls over 4’H, roof if over 25%, and new HVAC, gas systems, mechanical systems and plumbing system (other than new home construction). A \$4.00 additional fee will apply.

BUILDING PERMIT

An affidavit must be completed and all building contractors are required to submit a copy of their Certificate of Insurance with each building permit application. A \$5 issuance fee is required for all building, zoning and road occupancy permits.

A building permit is required for all new construction, additions, enclosed porches/patios, alterations (or basically any structural changes). The cost for these permits is \$.35/s.f. of living space, \$.40 new construction.

Building permits are also required for items such as decks, structural repairs, alterations, fences (fences may not encroach on the right-of-way line and may be next to the property line as long as it is less than 10’ in height, and doesn’t obstruct the clear site triangle in the case of a corner property - if fence is 10’ or higher, it must be set back 5’ from property line). These permits require a fee of \$50.

Building permits are valid subject to any covenants, easements, or private deed restrictions that may apply. When applying for a building permit, please check your deed to verify that no easements, etc. run through the property where a structure is to be installed. If requested, a pre-permit inspection can be conducted to verify this or submit a copy of the deed so the engineer can verify.

Repairs to sidewalks, driveway aprons and curbs require a permit at no charge in the Township Right-of-Way.

Residential Accessory Structures - (Detached garages, sheds, pole barns) No accessory building or structure shall be permitted within any required front or side yard or within ten feet (10’) of the rear lot line.

Under 100 sq. ft. = \$50.00
101 sq. ft. - 250 sq. ft. = \$75.00
250s.f. -1000 sq. ft. = \$ 100.00
Over 1000 s.f. = \$250.00

Detached garages - maximum length of any side of a garage serving a dwelling shall be forty feet (40’). No such garage shall be located within 10’ of a dwelling. Maximum height is 20 feet. No temporary structures.

Sheds - Storage sheds up to 100-sq. ft. and without a permanent foundation shall be located no closer than two feet (2’) from any rear yard or side yard. Storage sheds up to 100-sq. ft. with permanent foundations shall be located no closer than five feet (5’) from any property line. Storage sheds over 100-sq. ft. shall be located no closer than ten feet (10’) from any property line.

Swimming Pools –Permanent pools shall be entirely enclosed with a permanent barrier or fence not less than 4’ in height, having no opening greater than 4” with gate securely locked when not in use. Aboveground pools shall have a ladder, which can be removed or rendered unusable, and entrance securely closed. See sheds 602(1)(A) .

Aboveground - \$150.00 Inground -\$250.00

Demolition – Demolition permits are required for all wrecking projects. In the case of a home, if the house is hooked-up to the public sewer, a plumbing permit is required to cap the sewer. Comm/Ind (entire)-\$500., Comm/Ind (interior) & Res (entire)-\$100, Res (outbuilding)-\$50 and MH-\$100.

In the case of a shopping center - a “shell” permit is obtained at the beginning of the project. All fees are paid at that point; but when individual store work needs to be done, a “renovation” permit must be obtained. Commercial and Industrial alterations are \$200 for the first 1,000 sq. ft. plus \$50 for each additional 1000 sq. ft.

Signs- Building permits are required for signs and the fees depend on the size of the sign:

0-25 s.f. = \$100

26-99 s.f. = \$200

100 s.f. to 300s.f. = \$300.

Depending on the subdivision, a soil and erosion permit may be required from the Berks County Conservation District.

With every building permit application - a plot plan must be provided. The plot plan must show the street, where the current buildings (if any) are located; where intended structures (with dimensions) will be situated and how many feet from the new structure to the property lines or existing building/structures remain (in all directions). The north arrow is a MUST!

Building permits are valid for one (1) year from date of approval as long as the project is started within 6 months. At the end of one (1) year, applicants must pay \$50 for a renewal fee (1 maximum for 6 months). If work is not completed within one year - an entire new application must be completed and the charge will be \$.35/.40s.f. of unfinished work.

Building permits are not required on the following situations: replacement aluminum siding and replacement of windows/doors unless structural changes are being made.

DRIVEWAY PERMIT FEE

Township Roads

All new dwelling units having a driveway off of a Township road must pay a \$50 driveway permit fee.

State Roads

Driveway permits whenever applicable must be obtained from PennDOT.

Driveways also require building permits and the cost depends on the volume of the driveway:

Low volume = \$50

Medium volume = \$200

High volume = \$300

Resurfacing = \$50.

INSPECTIONS

A twenty-four hour notice is required for footer, foundation, insulation, drywall, framing, mechanical, final, roof in progress, fire protection, plumbing, accessibility, energy conservation and electrical by state-certified third party. Inspections are required for decks over 30-in. H, fences over 6ft.H, pools and all permits regulated by the UCC. Please call 779-5702 to set up an appointment. **No inspections on Friday.**

PLUMBING PERMIT

All new buildings or additions to existing buildings with plumbing systems to be installed require a plumbing permit. A plumber who is licensed with the Township must obtain these permits. Fees can be obtained from the Plumbing Ordinance Fee Schedule.

SEWER CONNECTION FEE All new connections to existing Exeter Township sewers are charged a \$275 fee for installation. The contractor is responsible for excavation and backfill and installation of sanitary sewer pipe; a Township crew will make the actual cut into the main and strap on a saddle.

SEWER TAPPING FEE

Each new dwelling unit is charged a sewer tapping charge of \$2,040. Commercial and industrial projects are converted into equivalent dwelling units (EDU's).

SEWER COLLECTION FEES

An additional fee of \$675 will be charged if connection is to an Authority-installed sewer main. An additional fee of \$750 will be charged if connection is to an Authority-installed lateral (if this is the case – the \$275 connection fee is not necessary).

CUSTOMERS FACILITIES FEE

For any Owner/Developer-installed building sewer work being performed, Township Plumbing Inspector will conduct inspection of the lateral from the curb to the house and the cost is \$65.00.

STREET LATERAL INSPECTION FEE

A \$45 inspection fee must be paid for the Township to conduct an inspection of Owner installed lateral from the sewer to the property or right-of-way.

WATER METERS

Water meters will be installed in all newly constructed and newly purchased homes in Exeter Township with public wells. The fee of \$164.00 is to cover the cost of the meter, and it is to be installed by a plumber licensed with Exeter Township. The plumber will be charged \$40.00 for an inspection of the water meter.

RECREATION FUND FEE

Each new dwelling unit in Exeter Township must pay a fee to the Recreation Fund. If a subdivision was approved before November of 1996 the fee is \$500. If a subdivision was approved after November 1996 to February 2003, the fee is \$725.00. If subdivision was approved after November 2003, the fee is \$1250.00. This fee is for the development of parks in the Township. This does not apply to commercial, industrial or "replacement" homes.

ROAD OCCUPANCY FEE

Any construction involving excavation of a Township road or State road requires a permit. EXAMPLE: Sewer line is located in the road and the road must be excavated to expose the sewer line to connect. See fee schedule.

ADDITIONAL INFORMATION

If a building permit is being applied to construct a new home that will be septic connected - a septic system permit from Berks Enviro Tech must be supplied before a building permit will be issued. Berks Enviro Tech's phone number is 375-7640 or 375-6323.

SMOKE DETECTORS

Smoke detectors shall be installed in all residential occupancies in accordance with Section F - 404.4 of the 1990 BOCA Fire Prevention Code, 1993 BOCA Building Code 1018 and 1989 CABO One & Two Family Dwelling Code Section R215 including amendments.

OCCUPANCY PERMITS

An occupancy permit is necessary before a home or commercial property is occupied. A final inspection is necessary by the Township Building Inspector and the Township Plumbing Inspector, and an independent electrical contractor must also approve the electrical wiring in the building. Occupancy permit is \$50 for residential and \$100 for commercial/industrial.

Also, before an occupancy permit is issued, house number must be placed on the property (see Ordinance 292, House Numbers).