

CHADDS FORD TOWNSHIP
610-388-8800

BUILDING & ZONING PERMIT APPLICATION SUBMISSION REQUIREMENTS

(Including but not limited to: Building Permit, Demolition Permit, Electrical Permit, Fire Alarm Permit, Mechanical Permit, Plumbing Permit, Sprinkler Permit and/or Zoning Permit)

- _____ A completed Permit Application Form relevant to work being performed
- _____ A copy of the written contract between property owner authorizing contractor to perform work (e.g., written contract, written agreement, invoice, summary, purchase order, etc.)
- _____ A copy of Contractor Registration with the State of Pennsylvania (717-787-3391) (RESIDENTIAL ONLY)
- _____ A Certificate of Liability and Workers' Compensation Insurance with CHADDS FORD TOWNSHIP designated as the Certificate Holder
- _____ Two (2) sets of plans/plats relevant to work being performed (no smaller than 22" x 34"; in some cases, 11" x 17" may be sufficient)
- _____ Two (2) copies of necessary specifications relevant to work being performed (e.g. HVAC unit specifications, generator specifications, etc.)

**IN ORDER TO AVOID DELAYS, PLEASE MAKE SURE THE APPLICATION IS COMPLETE.
PAYMENT OF PERMIT FEE(S) IS DUE UPON ISSUANCE OF PERMIT, NOT AT THE TIME OF APPLICATION,
EXCEPT IF OTHERWISE NOTED.**

**GRADING/EROSION, SEDIMENTATION CONTROL AND STORMWATER MANAGEMENT
APPLICATION SUBMISISON REQUIREMENTS**

- _____ Two (2) copies of the Grading Permit Application (please complete "Application Checklist" section)
- _____ Three (3) sets of plans/plats relevant to Grading/Erosion, Sedimentation Control and/or Stormwater Management (no smaller than 22" x 34")
- _____ Two (2) copies of Stormwater Management Reports
- _____ One (1) electronic copy of entire submission
- _____ Application Fee and Escrow per current Township Fee Schedule
- _____ Zoning Permit Application (Complete Building & Zoning Permit Submission Requirement Checklist above)
- _____ Any other necessary permits relevant to work being performed (e.g., Building, Demolition, etc.) (Complete Building & Zoning Permit Submission Requirement Checklist above)

**PLEASE NOTE THAT IN ORDER TO AVOID DELAY, THE PERMIT APPLICATION REVIEW PROCESS CANNOT
BEGIN UNTIL SUBMISSIONS ARE CONSIDERED ADMINISTRATIVELY COMPLETE
IN ACCORDANCE WITH THE CHECKLISTS ABOVE.**

PLEASE ADHERE TO THE FOLLOWING TIMES GOVERNING CONSTRUCTION HOURS:

Construction work, activity or the use of domestic power tools are not exempt from the Township's Noise Ordinance, Chapter 89 except as follows:

Section 89-6 F. and 89-6 G. Exemptions, "Sounds emanating from construction work and/or the repair of any structure, but only between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, and on Saturday between the hours of 9:00 a.m. and 5:00 p.m.," and "Sounds emanating from the use of domestic power tools: any mechanically powered saw, drill, sander, grinder, lawn or garden tool, lawn mower, blower, powered trimmer or similar device used outdoors in residential areas between the hours of: 8:00 a.m. and 5:00 p.m. on Saturdays, Sundays and legal holidays; and 7:00 a.m. and 7:00 p.m. Monday through Friday."