



1630 W. Marshall Street
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West Norriton Township

PATIO PERMIT APPLICATION

A patio permit is required for all patio construction, including renovations of existing patios, paver patios, and retaining walls over 30 inches in height (retaining walls over 4' in height require a building permit).

PART I – Location of Property. Complete address, Zoning District, Parcel Number and Lot & Block must be provided on all applications.

PARTS II thru VI - Complete every section.

PART VII – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and contractor may be reached. Contractors making application must be registered with the township prior to starting construction.

PART VIII - Plot Plan. Show all dimensions of entire property (length x width and square feet of entire lot). Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from deck to property lines on all sides. **The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.**

PLANS AND SPECIFICATIONS

- **Two (2) copies of all plans and specifications must be submitted with all applications for deck permit. Cross Section Drawings, giving structural details as outlined below, must be included. (See sample drawings attached).**
 - **An Earth Disturbance Permit Application must also be included if improvements result in 1,000 or more square feet of new impervious surface and/or 1,000 square feet or more of earth disturbance. Please see permit for instructions regarding stormwater requirements. A Stormwater Management and Best Management Practices Operations and Maintenance Agreement must be signed by applicant or homeowner(s) prior to issuance of permits.**
- A. **DIMENSIONS** – Show all dimensions of proposed patio – height (ground level to highest point of patio surface and/or roof), width and length. Give overall floor plan showing all dimensions.
- B. **CEILING & ROOF FRAMING** – If a roof is being installed on a patio then a building permit is required.
- C. **ATTACHING TO EXISTING STRUCTURE** – Indicate method of attachment of item B above of the proposed structure to the existing structure, if applicable.

ADDITIONAL INFORMATION

FEES – Permit fees will be collected at the time the permit is issued and picked up at the Township building. If paying by check, please make check payable to “West Norriton Township”.

REVIEW – The application will be reviewed by the Code Enforcement and Zoning Departments for compliance with all Township codes and ordinances.

PERMIT GRANTED – **If approved, the permit will be processed and issued to you within fifteen (15) business days. Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

PLUMBING AND ELECTRICAL – All plumbing and electrical contractors and/or their personnel must be registered and provide a Certificate of Insurance verifying Worker’s Compensation coverage, and Federal or State Employer Identification Number (EIN). In addition, each contractor must obtain the appropriate permits for the work to be done. All electrical work must be inspected by Code Inspections, Inc.

INSPECTIONS – Call the Township office (610-631-0450) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval. **If an inspection fails twice for the same code violation, a reinspection fee will be required prior to a third inspection.**

West Norriton Township

Application for Patio Plan Examination and Permit

I - LOCATION OF PROPERTY

Address: _____ City: _____

Parcel #: 63-00 _____ Lot: _____ Block: _____

II - OWNERSHIP

Private Public Tenant Other _____

III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: _____ Phone: _____

Company: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

OWNER Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

CONTRACTOR Company: _____ Phone: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

State License Number: _____ Expiration Date: _____

DESIGN Name: _____ Phone: _____

PROFESSIONAL

Address: _____

City: _____ State: _____ Zip Code: _____

IV - TYPE OF CONSTRUCTION OR IMPROVEMENTS

Patio Retaining Wall Square Footage of Construction Area _____

New Alteration/Renovation Repair or Replacement

V - FEES \$ _____

VI - SIGNATURE

Deposit of Check Representing the Fee for this Application does not Constitute Approval of or Granting of Same by West Norriton Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of West Norriton Township.

SIGNATURE OF APPLICANT (Print & Sign)

DATE

VIII - SITE OR PLOT PLAN – See Sample Plot Plan (last page of instructions).

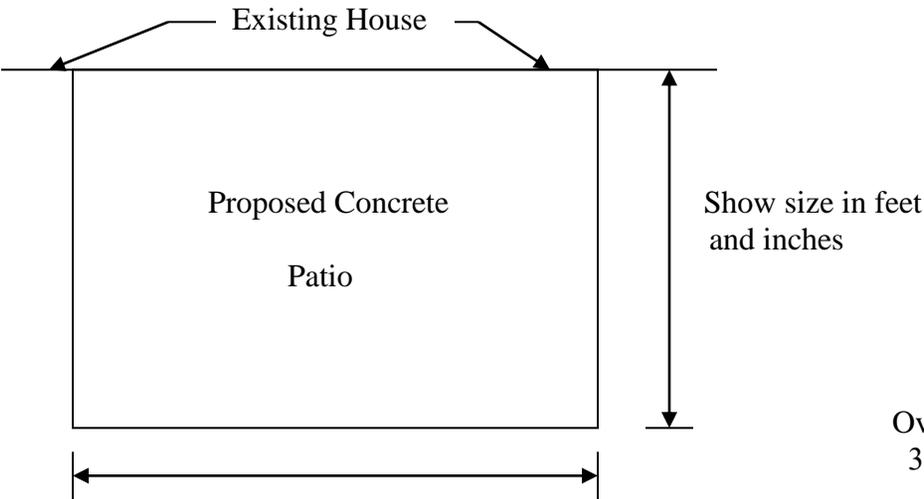
SCHEDULE OF FEES

PATIO and RETAINING WALL FEES: \$ 85.00

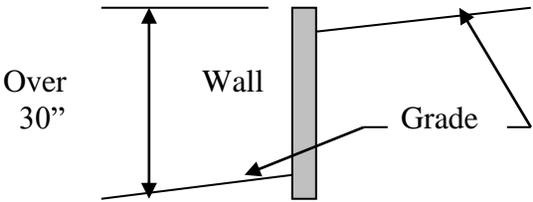
ADMINISTRATION FEE: \$ 64.00

Note: All enclosed decks and patios require a building permit.

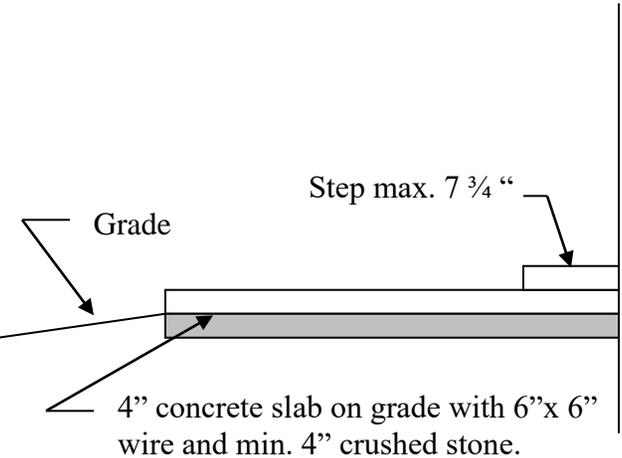
SLAB - SAMPLE DRAWINGS



NOTE: THIS DETAILED DRAWING IS A **SAMPLE** ONLY. IT IS TO HELP IN SUMITTING YOU'RE DESIGN DETAILS AND THE INFORMATION THAT IS REQUIRED FOR CODE REVIEW.

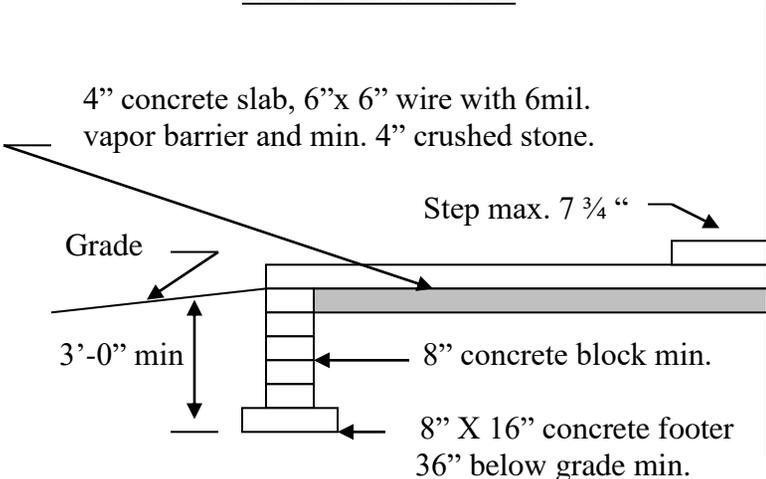


RETAINING WALL



All concrete 3000 PSI

SLAB ON GRADE



All concrete 3000 PSI

SLAB ON FOOTERS FOR FUTURE ROOM

SAMPLE PLOT PLAN

SHOW ALL SETBACKS, LOCATIONS OF PROPOSED IMPROVEMENTS
AND ALL PHYSICAL CHARACTERISTICS OF PROPERTY

