



# West Norriton Township

1630 W. Marshall Street  
Norristown, PA 19403  
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[www.westnorritontwp.org](http://www.westnorritontwp.org)

## **FENCE / SHED ZONING PERMIT APPLICATION**

A Fence/Shed Zoning permit is required for all new, renovation, alteration or replacements.

**PART I** – Location of Property. Complete address including city, state and zip code must be provided on all applications.

**PARTS II - IV** – Complete every section.

**PART V** – 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 VI** - 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 fence/shed 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. Cross Section Drawings, giving structural details, must be included.**
- **DIMENSIONS – Show all dimensions of proposed work (width and length).**
- **A Plot Plan, showing location of fence and/or shed, must accompany permit application (see Sample Plot Plan).**

### **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.

**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.

# West Norriton Township

## FENCE / SHED ZONING APPLICATION

### I - LOCATION OF PROPERTY

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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### II - 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: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

State License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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### III - TYPE OF CONSTRUCTION OR IMPROVEMENTS

New       Repair/Replacement/Renovation

SHED \_\_\_\_\_ sq. feet\*       FENCE \_\_\_\_\_ lineal feet

\* not to exceed 250 sq. ft. & 10' height

Check if you have a pool on property

**SHED DETAILS** (Please check the following)

Pre-Built       Built on Site

Stone Bed       Footers

**FENCE DETAILS**

Fence Type: \_\_\_\_\_

Height: \_\_\_\_\_

**FENCE MATERIALS** (please check the following)

Plastic     Wood     Metal     Masonry     Stone     Brick

**IV - COST**

Cost of Construction Improvements \$ \_\_\_\_\_

**V - FEE** (see fee schedule)

**PERMIT FEE:** \$ \_\_\_\_\_

**VI - SIGNATURE**

*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**

**DATE**

**VII - SITE OR PLOT PLAN** – Please provide or attach plot plan details. See attached.

**SCHEDULE OF FEES**

<b><u>Fences</u></b>	\$ 35.00 +
	\$ .25 per lineal foot
<b><u>Storage Sheds and Accessory Buildings</u></b>	
100 square feet or less	\$ 45.00
101 – 250 square feet	\$ 85.00
<b><u>Administration Fee</u></b>	\$ 64.00

**Note:** Only one (1) storage shed is permitted per property.

# SAMPLE PLOT PLAN

SHOW LOCATION OF SHED OR FENCE AND ALL PHYSICAL CHARACTERISTICS OF PROPERTY

(Fencing can only be installed in side & rear yards – Sheds placed in rear yards only.)

**Please show distance in feet of shed from rear and side property lines.**

