



# West Norriton Township

1630 W. Marshall Street  
Norristown, PA 19403  
Phone: (610) 631-0450  
Fax: (610) 630-0304  
[www.westnorritontwp.org](http://www.westnorritontwp.org)

## **SOLAR PERMIT APPLICATION**

A solar permit is required for all new construction including all renovations, alterations, and structural renovations.

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

**PARTS II thru X** – Complete every section.

**PART IX** – Lot Size. Dimensions of the property (length/width) and/or total square feet or acreage must be provided on all applications.

**PART XII** - Plot Plan. Provide scaled plan of entire property. 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 buildings 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.**

**PART XIII** – 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 for property owner/resident and contractor. Contractors making commercial application must be registered with the township prior to starting construction.

### **PLANS AND SPECIFICATIONS**

- **Two (2) copies of plans and specifications prepared and sealed by licensed architect or engineer.**
- **Plans must include structural and all wiring & panel schedule details.**
- **PA Contractor State License Number required for all home improvement work.**
- **One (1) CD with as built plans of construction in .pdf format required prior to final inspection for all mounted solar array systems.**

## 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 Department for compliance with the building codes of West Norriton Township and the State UCC. All permits must be submitted together for review. (i.e.: Building and Electrical)

**PERMIT GRANTED** – **If approved, the permit would be processed and issued to you within thirty (30) 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.

**ELECTRICAL** – All 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, they will not be done and 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.***

**NOTES:** All Subdivision and Land Development approvals must be complete before submitting building permit. Township requires stamped plans if any structural materials (i.e.: steel, trusses, bond beams or manufactured beams) are being used in the construction of structure.

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# WEST NORRITON TOWNSHIP

## Solar Plan Examination and Permit Application

### I - LOCATION OF PROPERTY

Address: \_\_\_\_\_ Suite #: \_\_\_\_\_ City: \_\_\_\_\_

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

Business/Tenant Name: \_\_\_\_\_

### 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 Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Builder's Twp. License No. \_\_\_\_\_ Expiration Date: \_\_\_\_\_

DESIGN PROFESSIONAL Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

**IV - TYPE OF IMPROVEMENTS**

New     Addition     Alteration/Renovation     Repair or Replacement

Description: \_\_\_\_\_

**V – PRINCIPAL TYPE OF CONSTRUCTION**

Non-Combustible     Non-Combustible/Combustible     Combustible

Masonry (bearing walls)     Steel Frame     Reinforced Concrete     Wood Frame

Truss Construction     Steel     Wood     Floor/Ceiling     Roof

Description \_\_\_\_\_

**VI – TYPE OF AMPERES**

SEVICE SIZE IN AMPERES: \_\_\_\_\_ PHASE: \_\_\_\_\_

BRIEF DESCRIPTION OF WORK: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**VII – DIMENSIONS**

Number of stories \_\_\_\_\_ Total square footage of construction area, based on exterior dimensions \_\_\_\_\_

Number of rest rooms: Men \_\_\_\_\_ Women \_\_\_\_\_ Unisex \_\_\_\_\_

Total building square footage \_\_\_\_\_

**VIII – COST**

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

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**IX – FEE** (see fee schedule)

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

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**X - SITE OR PLOT PLAN** - Please attach plot plan details here.

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**XI - 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**

**DATE**

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**SCHEDULE OF FEES**

**SOLAR** – Use electrical permit and fees for any other electrical work (except as follows):

**Solar Fees**

**Electric**

Up to 10 kW	\$ 300.00
11-100kW	\$ 300.00 + \$20.00/additional kW
Over 100kW	\$2,150.00 + \$3.00/additional kW

**Administration Fee** \$ 64.00