

WHEN A PERMIT IS REQUIRED

NON-REVIEWABLE PERMITS:

- Installation of roofs, siding or stucco;
- Placement of dumpsters on public streets;
- Replacement of curb, sidewalk or aprons along public streets;
- Opening of public streets;
- Connections to Township sanitary or storm sewers;
- Installation or alteration of any equipment which is regulated by the building code including but not limited to electrical, plumbing, heating or air conditioning systems;
- Permits at the discretion of the Director and as regulated by the Township Building Code.

Non-reviewable permits are issued on the spot if you have the proper paper work.

REVIEWABLE PERMITS:

- Installation of decks, porches, patios or greenhouses;
- Installation of above or below ground pools or other accessory structures such as spas, or hot tubs;
- Installation of sheds or garages;
- Installation or expansion of driveways or parking lots;
- Additions to properties;
- Alterations to buildings, particularly work that includes the removal or installation of walls and structural members;
- Conversion of basements, garages or attics to a family room, bathroom, bedroom or similar use;
- Major structural repairs to buildings including replacement of joists, headers or columns;
- Construction of new residential or commercial buildings;
- Installation, replacement or the face change of signs;
- Demolition or movement of a structure;
- Installation or removal of above or below ground fuel tanks;
- Changes in use as regulated by the Building Code;
- Improvements related to site development;
- Construction of retaining walls over four (4) feet above grade;
- Installation or alteration of any equipment which is regulated by the building code including but not limited to electrical, plumbing, heating or air conditioning systems;
- Permits at the discretion of the Director and as regulated by the Township Building Code.

IF ANY WORK IS DONE PRIOR TO OBTAINING THE REQUIRED PERMIT YOU MAY BE SUBJECT TO A DOUBLE PERMIT FEE.

A SIGNED PERMIT OR SIGNED SET OF DRAWINGS MUST BE ON THE JOB SITE. REVIEW TIME IS 5 TO 10 WORKING DAYS—MAXIMUM OF 30 DAYS.