

**ELK TOWNSHIP, CHESTER COUNTY, PA
BUILDING PERMIT REQUIREMENT CHECKLIST**

In order to expedite your permit application, the following documentation may be required as condition for approval:

- _____ Completed Building Permit Application
- _____ Completed Zoning Permit Application
- _____ Completed Plumbing Permit Application (if applicable)
- _____ Completed HVAC Permit Application (if applicable)
- _____ Completed Electrical Permit (if applicable)
- _____ Completed Erosion & Sedimentation Control Permit Application (if disturbing over 1,000 square feet)
- _____ New construction must comply with the International Energy Conservation Code
- _____ Workers Compensation Form pursuant to the Workers' Compensation Reform Act, P.A. 44.
- _____ Two sets of Blueprints depicting scope of work. The plans must be sealed by a Registered Architect. The Building Code Official may waive the registered design professional if the work is of a minor nature.
- _____ Two Plot Plans indicating Zoning Requirements, Driveway, Utilities, etc.
- _____ Two Sets of Grading Plans demonstrating compliance with proper Stormwater Management, Erosion & Sediment Controls, etc.
- _____ PennDOT Highway Occupancy Permit or Township Road Occupancy Permit (For new access to lot indicating clear sight triangle, distance, and drainage swales.)
- _____ Well Permit or Potable Water Permit
- _____ Sewage Permit

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

**THIS LIST DOES NOT PRECLUDE ANY OTHER
GOVERNMENTAL APPROVALS.**

**WHEN IN DOUBT, PLEASE CONTACT THE TOWNSHIP
BUILDING CODE OFFICIAL THOMAS LOWRY AT 610-692-9232**