

# LOWER OXFORD TOWNSHIP

220 Township Road • Oxford • PA • 19363  
 Phone: 610-932-8150 (Option #3) • Fax: 610-932-2367  
 E-Mail: lotzoning@zoominternet.net

**\*\*\*Plan Review (Anchoring) & SWM Required\*\*\***

## BUILDING PERMIT & APPLICATION MOBILE OR MODULAR RESIDENTIAL HOME

<b>TPI #</b> <b>56-</b> _____ - _____	<b>Date of Application:</b> ____ / ____ / ____	<b>Permit #:</b> <b>LOT19-</b> _____
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<b>Property Owner:</b>	Cell No.	
Property Address:	Phone No.	
<b>Owner's Address:</b> (if different than property)	Other:	

<b>Contractor Name &amp; Contact:</b>	Cell No.	
Address:	Phone No.	

<b>S/D Name:</b>		<b>Lot No.:</b>	<b>Lot Size:</b> _____ Acre(s)	<b>Non-Conforming Lot?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Type:</b> Place Mobile/Modular Home <input type="checkbox"/> w/Basement <input type="checkbox"/> w/o Basement	<b>Use:</b> Residential	<b>Zoning District:</b> R-1, R-2, R-3, R-4 C-1, C-2, C-3, I-1	<b>Zoning Variance Required?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>DIMENSIONS</b>	<b>Width:</b>	<b>Length:</b>	<b>Total Sq. Ft.</b>	<b>SWM Waiver Required?</b> ( $\leq 1,000$ sq. ft.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
				<b>Utilize Existing Impervious?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No _____ sq. ft.
				<b>SWM Plan Required?</b> ( $\geq 1,000$ + sq. ft.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A ( $\geq 2,000$ + sq. ft.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

I hereby certify that the work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and we agree to conform to all applicable laws of this jurisdiction. We also understand that all information contained in this building permit application is agreed to be essential, and any erroneous information contained herein shall render the Permit invalid ab initio, without regard to whether construction has commenced.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Contractor (if applicant) \_\_\_\_\_ Date: \_\_\_\_\_

**Remarks:** Please contact Building Inspector at least 24 hours prior to each inspection (Refer to plan review sheet). The Building Inspector has 15 business days (excludes weekends & holidays) to complete review and 10 days to complete review if the plans are stamped by an engineer.

Signature of Approval of BCO: \_\_\_\_\_ Date: \_\_\_\_\_  
 Theresa B. Dugan (#006402)

<b>Estimated Cost of Project: \$</b> _____	<b>Permit Fee \$</b> _____
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**Method of Payment:**    Check # \_\_\_\_\_ (Payable to Lower Oxford Township)    Money Order    Cash   **(No Credit Cards Accepted)**

**Proposed Use:**                       One Family Residence                       Two or more Family Residences (Multi)

**Ownership:**    Private (Individual, corporation, non-profit Institution, etc.)   OR    Public (Federal, State, or Local Government)

**Principal Type of Heating Fuel:**    Gas    Oil    Electricity    Coal    Other – Specify: \_\_\_\_\_

**Type of Sewage Disposal:**    Private (septic tank, etc.)    Existing    New (Needs CCHD approval)    Public or Private Company

**Type of Water Supply:**    Private (well, cistern)    Existing    New (Needs CCHD approval)    Public or Private Company

**Type of Mechanical: Central Air Conditioning?**    Yes  No                      **Elevator?**    Yes  No

**Driveway/Entrance Permit?**    Yes  No    Township    Existing    State Road – Applicant must apply to PennDOT

**Make:** \_\_\_\_\_    **Model:** \_\_\_\_\_    **VIN:** \_\_\_\_\_    **Year:** \_\_\_\_\_

Payment to Secretary/Treasurer: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Blue Weather Card to Building Inspector: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Building Inspector: Scott Moran – 610-637-1003

# PLOT PLAN

Outline the shape of the building lot and show dimensions. Locate NORTH point. Outline accessory building to be constructed and designate any other building(s) on the same plot and show dimensions of those buildings. Show set-back of front yard, rear yard, and side yards. Locate water and sanitary services, and replacement area septic (if applicable). Check with Zoning Officer for appropriate setbacks.

**Square Footage of Impervious Surface:**

House: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Garage: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Driveway: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Outbuilding(s): \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Pool: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Other: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

**Approx. Sq. Ft. Totals: = \_\_\_\_\_**

**STORMWATER MANAGEMENT REQUIREMENTS**  
**Impervious Coverage per Lower Oxford Township's Ordinance Chapter 20**  
**\*\*\*All Impervious Coverage is Cumulative\*\*\***

**Residential & Commercial**  
 <1,000 sq. ft.= Waiver \$25  
 ≥1,000 sq. ft. to <2,000 sq. ft. = Small Project/Simplified SWM  
 Admin/Permit Fee = \$150  
 Initial Escrow Fee = \$500 (Professional Review & Inspections Required)  
 ≥2,000 sq. ft. Engineered SWM  
 Admin/Permit Fee = \$300  
 Initial Escrow = \$500 (Professional Review & Inspections Required)  
**\*Note: Building &/or Zoning Permit & Fees will be required per project type.**

**Agricultural "Ag Use Building" (If Residence – Use Residential)**  
 <1,000 sq. ft.= Waiver \$25  
 ≥1,000 sq. ft. to <10,000 sq. ft. = Small Project/Simplified SWM  
**\*Note: Building &/or Zoning Permit & Fees will be required per project type.**

**Township Use Only:** The following calculations are approximations only. Totals include driveway, accessory buildings, swimming pools, etc.:

THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK OR ANY PART THEREOF, EITHER TEMPORARILY OR PERMANENTLY, ENCROACHMENTS ON PUBLIC PROPERTY NOT SPECIFICALLY PERMITTED UNDER THE BUILDING CODE, MUST BE APPROVED BY THE JURISDICTION, STREET OR ALLEY GRADES AS WELL AS DEPTH AND LOCATION OF PUBLIC SEWERS MAY BE OBTAINED FROM THE DEPARTMENT OF PUBLIC WORKS. THE ISSUANCE OF THIS PERMIT DOES NOT RELEASE THE APPLICANT FROM THE CONDITIONS OF ANY APPLICABLE SUBDIVISION RESTRICTIONS.

<p><b>MINIMUM OF THREE CALLED INSPECTIONS REQUIRED FOR ALL CONSTRUCTION WORK:</b></p> <ol style="list-style-type: none"> <li>1) FOUNDATIONS OR FOOTINGS.</li> <li>2) PRIOR TO COVERING STRUCTURAL MEMBERS (READY FOR LATH OR FINISH COVERING).</li> <li>3) FINAL INSPECTION BEFORE OCCUPANCY.</li> </ol>	<p><b>APPROVED PLANS MUST BE RETAINED ON JOB AND THIS CARD KEPT POSTED UNTIL FINAL INSPECTION HAS BEEN MADE. WHERE A CERTIFICATE OF OCCUPANCY IS REQUIRED, SUCH BUILDING SHALL NOT BE OCCUPIED UNTIL FINAL INSPECTION HAS BEEN MADE.</b></p>
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**POST THIS CARD SO IT IS VISIBLE FROM STREET**

BUILDING INSPECTION APPROVALS	ELECTRICAL INSPECTIONS	HEATING/PLUMBING INSPECTIONS
<b>OTHER:</b>		DATE CERTIFICATE OF OCCUPANCY ISSUED: _____  ISSUED BY: _____

WORK SHALL NOT PROCEED UNTIL THE INSPECTOR HAS APPROVED THE VARIOUS STAGES OF CONSTRUCTION.

PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION WORK IS NOT STARTED WITHIN SIX MONTHS OF DATE THE PERMIT IS ISSUED:

INSPECTIONS INDICATED ON THIS CARD CAN BE ARRANGED FOR BY TELEPHONE OR WRITTEN NOTIFICATION.

# Lower Oxford Township

## Permit Application for Modular or Mobile Home (New or Used)

- Application**
- Three (3) Copies of Plans for the Building Inspector to review.**
  - Plot Plan of Property**
    - Three Copies – show house, well (10 ft.), septic (20' ft), driveway, any other permanent buildings (include distances)
- Chester County Health Department (CCHD) Information:**
  - Sewer Permit (If public sewer is not available, need approval from CCHD to construct)
  - Well Permit (If public water is not available, need approval from CCHD to drill)
- Driveway Permit Application (Separate Application)**
  - Township (Road Master will review and approve)
  - PennDOT (State approvals required)
- Liability Insurance Form** (From Contractor)
- Stormwater Management – Act 167** - Pennsylvania's Storm Water Management Act (Act 167) was enacted in 1978. This Act was in response to the impacts of accelerated stormwater runoff resulting from land development in the state. It requires counties to prepare and adopt watershed based stormwater management plans. It also requires municipalities to adopt and implement ordinances to regulate development consistent with these plans.
  - As of January 1, 2014, the State requires any construction that results in impervious surface to be monitored. Residential construction that exceeds 1,000 sq. ft. in impervious surface will need a stormwater management plan that must be approved by an engineer. This should accompany any plans submitted by the owner or contractor.
- Collection of Fees:**
  - Permit Fee (1<sup>st</sup> 1000 sq. ft. or part thereof).....\$225.00
  - Plan Review (Tie Downs/Anchoring) .....\$75.00
  - Inspections – TBD by Building Inspection and indicated on plan review .....\$55.00@
  - Re-Inspections for failed inspections .....\$75.00@
  - Certificate of Occupancy (C of O) .....\$25.00
  - Driveway (Township only) .....\$50.00
  - 911 Compliance (if applicable).....\$100.00
  - Stormwater Management Fee Waiver (Under 1,000 sq. ft. – Ag NTE 10,000 sq. ft.) .....\$25.00
  - Small Project Stormwater Management Fee (Under 1,000 sq. ft. to 1,999 sq. ft.) – Admin Fee .....\$150.00
    - Small Project Stormwater Management Fee (Initial Escrow Fee).....\$500.00  
Professional reviews will be charged at actual cost and shall be added to as necessary to maintain an escrow at 25% of original amount; any excess shall be refunded to the applicant.
  - Stormwater Management Permit Fee (2,000 sq. ft. Residential & Ag over 10,000 sq. ft.).....\$300.00
    - Stormwater Management Permit (Initial Escrow Fee).....\$500.00  
Professional reviews will be charged at actual cost and shall be added to as necessary to maintain an escrow at 25% of original amount; any excess shall be refunded to the applicant.
  - UCC Fee .....\$4.50

NOTE: Additional Fees for permits issued after the Zoning Officer's issuance of a violation notice for commencement of work without a required permit will be \$50.00 or 50%, whichever is greater. In no event, however, shall the additional fee for any one permit exceed \$150.00. (Resolution 12-1998).

Before Certificate of Occupancy is issued the following needs to be in compliance:

- Building Permit – sign, dated, CEO signature & dated.
- Certificate of Compliance from CCHD for on-lot sewage or public sewage hook-up
- Certificate of Compliance from CCHD for Well or public water hook-up
- Certificate of Compliance from Road Master (local roadway) or PennDOT (State) for driveway

**Electrical Exemption** – “Old Order Amish”: An electrical exemption form must be filled out and notarized before a building permit will be issued. Codes Enforcement Officer has a copy to be signed and notarized.

- Permit becomes invalid if work is not commenced within 180 days of issuance
- ...or, work is suspended or abandoned for more than 180 days after work begins
- Permit holder may request an extension to begin construction...approval must be in writing
- No permit may be valid for more than 5 years from its issue date

# Sample

COMMONWEALTH OF PENNSYLVANIA

## Manufactured Housing Installer Certification

Presented to

Name

In accordance with Pennsylvania's Manufactured Housing Improvement Act, (Name) has satisfied all requirements and is hereby certified as an installer of new manufactured homes.

Valid Through: Date  
ID#: Number

