

SOUTH COVENTRY TOWNSHIP

CHECKLIST OF ITEMS NEEDED WITH BUILDING PERMIT APPLICATION

1. _____ Proof of Ownership – (May be a deed or a tax receipt)
2. _____ Driveway Permit
3. _____ Establishment of Driveway Improvement Escrow
This fee is 110% of the estimated cost but not less than \$1,000. This escrow is established with the Township Secretary-Treasurer. This money will be held in escrow until the completed driveway passes a Township on-site inspection.
4. _____ Permit for Sewer Installation
Obtained from the Chester County Health Department – (610) 344-6237
5. _____ Permit for Well Installation
Obtained from the Chester County Health Department – (610) 344-6237
6. _____ House or Building Plans
Submit thorough plans that will be reviewed for compliance with the 2003 International Building Code or current copy. One set of building plans showing construction detail, (i.e., foundation construction type, size, specs and grade of lumber, submit materials list.) Engineer signed and sealed plans will be required for second story and dormer additions.
7. _____ Site Plans (See attached Site Plan Requirements List)
8. _____ Completed and signed house/building placement form
9. _____ Completed Grading Plan (Township Engineer approval may be required)
10. _____ Electrical Permit
11. _____ Plumbing Permit
12. _____ HVAC Permit
13. _____ All contractors have a current registration with the Township
14. _____ RES Check/COM Check (www.energycodes.gov)

Building Permit Applications for new construction will not be considered complete until ALL items have been submitted. Allow five to ten working days after receipt of completed application for review.

Chester County Health Department **MUST APPROVE** the adequacy of existing septic system prior to submission of application for additions or alterations that could potentially increase the number of bedrooms. This will be strictly enforced.

The South Coventry Township Zoning Officer reserves the right to add to or delete items from the above list or requirements.