

SUBMISSION REQUIREMENTS FOR A DECK, POOL OR GARAGE PERMIT

Permit Application:

A complete Permit Application must be submitted. All items on the Application must be filled in. The Application must be signed by a responsible party.

Plan Requirements:

All Permit Applications for decks, pools, garages and residential accessory structures shall include a copy of an official survey plan of the subject property showing the proposed construction and dimensions from the property boundary lines to the extreme outer edge of all newly proposed construction.

Two (2) complete sets of plans shall be submitted with the Permit Application for:

- Decks that do not have new electrical wiring proposed
- Garages and accessory structures
- Pools where no electrical wiring is proposed.

Four (4) complete sets of plans shall be submitted with the Permit Application for:

- Decks that have new electrical wiring
- Pools that have new electrical wiring

The plans submitted shall adequately depict compliance with the Zoning Code for location of the proposed structures.

Permit Applications for Decks greater than 30” above grade shall also include plans that demonstrate compliance with the Uniform Construction Code for Footings, Structural elements and Electrical requirements, as applicable.

Permit Fee:

The Permit Fee will be determined based on the Fee Schedule approved by the Borough Council. Payment of the Permit Fee will be required when the Permit is picked up at the Borough Administrative Office. The Applicant will be notified of the Permit Fee when the Permit is approved.

Inspections:

The Applicant will be notified of the required inspections at the time of Permit Issuance. The required inspections will be dependant upon the nature of the work. An inspection schedule will be included with the Permit. A 24 hour notice is required prior to all inspections.