



# BROOKHAVEN BOROUGH

Pennsylvania

Delaware County

2 Cambridge Rd, Suite 100, Brookhaven Pa 19015 • 610-874-2557 • permit@brookhavenboro.com

## APPLICATION FOR BUILDING PERMIT

Date	COMMERCIAL <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/>	<b>PROPERTY INFORMATION</b>	BUILDING <input type="checkbox"/> PLUMBING <input type="checkbox"/>	ELECTRICAL <input type="checkbox"/> MECHANICAL <input type="checkbox"/>
Property Address		Brookhaven Pa 19015	Parcel (optional)	
Owner	Phone	Email		

## CONTRACTOR INFORMATION

Contractor must be registered with the borough, all insurance and license information must be maintained and current  
Homeowners performing work on their own residence are exempt from contractors registration

Business Name		Phone	
On Site Contact		Phone	
Type Of Business	Email		
Address			
City	State	Zip	Brookhaven License #

## JOB INFORMATION

Description Of Work		
Expected Start Date	Duration	Fair Market Value Of Job Signed Contract Must Be Attached

**NO PERMIT APPLICATION WILL BE PROCESSED WITHOUT ALL REQUIRED DOCUMENTATION.  
ALL WORK MUST BE INSPECTED, APPLICANT MUST CALL FOR INSPECTIONS 24 HOURS IN ADVANCE**

Refer to page 2 for Schedule of fees.

Application must be filled out completely and all supporting documentation must be included or application will not be processed.

Plans, specifications, and details are required for all permits. Applications for buildings, sheds, decks, additions, etc may require sealed plans.

Where required zoning permit must be issued prior to any construction permits being processed.

By signing, the applicant agrees all information submitted is true and correct to the best of their knowledge.

SIGNATURE  
OF APPLICANT \_\_\_\_\_

<b>APPLICATION FEE</b>	
<b>UCC FEE</b>	
<b>PERMIT FEE</b>	
<b>TOTAL</b>	

MAKE CHECKS PAYABLE TO  
BROOKHAVEN BOROUGH

## DOCUMENTS THAT MAY BE REQUIRED INCLUDE

- plans, specifications and details
  - list of subcontractors with contact information and borough license #
  - signed contract
  - copy of approved zoning permit
- A separate application must be submitted for each permit requested.
  - All contractors and subcontractors must register with the borough and pay for the appropriate license prior to this permit being processed.
  - Additional documentation may be required prior to approval of this application and may be requested by the permitting official.
  - Except work that is specifically allowed by code or ordinance no work is to be done prior to issuance of a permit. **Submission of this application is not permission to start work.**
  - Failure to maintain all required licenses and insurance is grounds for denial of this application or revocation of permits once issued.
  - All physical permits must be picked up at the Brookhaven Municipal Center prior to starting job. A self-addressed stamped envelope must accompany this application for any permit requested to be mailed. Permits can be emailed on request.

Permit Fees					
	Application Fee		UCC fee	Permit Cost	
	Residential	Commercial		Residential	Commercial
Roof	\$25.00	\$50.00	\$0.00	3% of FMV of job	
Above Ground Pool	\$50.00	\$250.00	\$0.00	\$50.00	\$100.00
Shed	\$50.00	\$250.00	\$0.00	\$50.00	
Fence	\$50.00	\$250.00	\$0.00	\$50.00	
<b>All Other Building Permits</b>	\$50.00	\$250.00	\$4.50	3% of FMV of job	
<b>All Electrical Permits</b>	\$50.00	\$250.00	\$4.50	3% of FMV of job	
<b>All Mechanical Permits</b>	\$50.00	\$250.00	\$4.50	3% of FMV of job	
New Water Service	\$50.00	\$250.00	\$4.50	\$75.00	
Repair Water Service	\$50.00	\$250.00	\$4.50	\$50.00	
New Sewer Lateral	\$50.00	\$250.00	\$4.50	\$150.00	
Repair Sewer Lateral	\$50.00	\$250.00	\$4.50	\$75.00	
Water Heater	\$50.00	\$250.00	\$4.50	\$50.00	
Grease Trap	\$50.00	\$250.00	\$4.50	\$50.00	
Sump Pump	\$50.00	\$250.00	\$4.50	\$50.00	
<b>All Other Plumbing Permits</b>	\$50.00	\$250.00	\$4.50	3% of FMV of job	