



West Manheim Township, York County, PA

2412 Baltimore Pike Hanover, PA 17331

Ph: (717)632-0320 Fax: (717)632-2499 www.westmanheimtwp.com

Application for New Residence

Location of Improvement –

Property Address: _____ Subdivision: _____ Lot: _____

Cross Streets: _____ and _____

Map & Parcel: _____ Zoning District: _____ (R,F,C-I, BC,RR,SR)

Water System: Public _____ Private _____ / Sewage Disposal: Public _____ Private _____ / Sprinklers: Y/N

Owner Information –

Property Owner Name: _____ Contact Number: _____

Address: _____

Contractor Information – (if applicable)

Name: _____ Contact Number: _____

Address: _____

Contractors PA Home Improvement License #: _____

Type of Improvement -

Single Family Detached / Single Family Attached / 2 Family Building / 3-4 Family Building

Building Information –

Structure Footprint Square Footage: _____ Number of Units: _____ Number of Stories: _____

Number of Bedrooms: _____ Number of Full Baths: _____ Number of Half Baths: _____

Finished Basement Y / N : Area Finished _____ Area Unfinished _____ Attached Garage: Y / N

Additional Projects Included on this Permit – Check all that apply

Driveway / Public Sidewalks / Fence / Deck / Patio

Porch / Other - Please Specify: _____

Required at Submission –

- _____ Drawing of residence and related projects (location, dimension, shape, distance to property lines)
- _____ Residence construction specs and building plans
- _____ Septic Permit (on site or public)
- _____ Well Permit (if applicable)
- _____ Written E&S Plan (if applicable)
- _____ Submission of Contractor’s Workers Compensation Certificate (if applicable)
- _____ Stormwater Management Plan designed by a professional engineer
- _____ Submission of stormwater review fee of \$100.00
- _____ Submission of new construction application fee of \$100.00

Estimated Project Cost of Improvement: \$ _____

Contractor/ Subcontractor List -

	Contractor Name	Phone Number
Architect/Engineer		
General Contractor		
Excavation		
Concrete		
Carpentry		
Electrical		
Plumbing		
Sewer		
Mechanical		
Roofing		
Masonry		
Drywall or Lathing		
Sprinkler		
Paving		
Firm Alarm		

*****Please remove the last page of this packet. Page contains information & specifications for construction *****

Workers' Compensation Insurance Coverage Information

(Attach to building application)

A. **The applicant is:** _____

A contractor within the meaning of the Pennsylvania Worker's Compensation Law

YES NO

If the answer is "yes," complete Sections B and C below as appropriate.

B. Insurance Information

Name of Applicant: _____

Federal or State Employer Identification No.: _____

Applicant is qualified self-insurer for workers' compensation.

Certificate attached

Name of Workers' Compensation Insurer: _____

Workers' Compensation Insurance Policy No.: _____

Certificate attached

Policy Expiration Date: _____

C. Exemption

Complete Section C if the applicant is a contractor claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

Contractor with no employees. **Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the township.**

Religious exemption under the Workers' Compensation Law.

Subscribed and sworn to before me this

_____ day of _____ 20____

(Signature of Notary Public)

My commission expires: _____

(seal)

Signature of Applicant: _____

Address: _____

County of: _____

Municipality of: _____

CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed 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 understand and assume responsibility for the establishment of the official property lines for required setbacks prior to start of construction and agree to conform to all applicable laws of this jurisdiction. I further certify that this information given is true and correct to the best of my knowledge.

Applicant Signature: _____ Date: _____

Municipal/Inspector Use

Zoning Code: _____ Building Code: _____

Stormwater Required: Yes No

E&S Plan Required: Yes No

Floodplain: Yes No

Codes Administrator: Approved: _____ Not App'd: _____ Date: _____ Code Official: _____

Third Party Inspector: Approved: _____ Not App'd: _____ Date: _____ Code Official: _____

Utilities Plan Review: Approved: _____ Not App'd: _____ Date: _____ Code Official: _____

Zoning Plan Review: Approved: _____ Not App'd: _____ Date: _____ Code Official: _____

Special Notes: _____

Third Party Inspections Fees:		Township Fees	
Plan Review:	\$	Building Application Fee:	\$100.00
Building:	\$	Finished Area x \$0.30:	\$
Electrical:	\$	PA State Fee:	\$4.50
Plumbing:	\$	Electrical App + Inspection:	\$
Mechanical:	\$	Plumbing App + Inspection:	\$
Sprinkler:	\$	Mechanical App + Inspection:	\$
Energy:	\$	Building Inspections:	\$
Other:	\$	3 rd Party Plan Review Fee:	\$
Other:	\$	Certificate of Occupancy:	\$20.00
Other:	\$	Stormwater Inspection:	\$50.00
Other:	\$	Drive/Walks:	\$100.00
Other:	\$	Zoning Application:	\$50.00
Total MDIA Fees:	\$	Total Twp Fees:	\$

Inspections Required for New Construction

1. Site Inspection, Property Corners, Structure Corners, and Driveway at road intersection, all located.
2. Well site & permit inspection (site, grouting, final) *(if applicable)*
3. On-site septic certification by proper authority *(if applicable)*
4. Footers prior to pouring of concrete.
5. Foundation (Footer drain system, Waterproofing, Plumbing below basement finish floor).
6. Framing (with rough-in components that will be covered with building materials).
7. Sprinkler Test
8. Plumbing and pressure test plus mechanicals.
9. Insulation
10. Drywall
11. Storm water system (prior to covering leaders & pit)
12. Public Sewer
13. Inspection of driveway & sidewalk
14. Final for Use and Occupancy Permit
 - * Plumbing * Sewer (public & onsite)
 - * Electrical * Water (public & private)
 - * Mechanical (water analysis required for wells)

Please call the township office 24 hours in advance to schedule inspections.

Office Phone Number: 717-632-0320

Open 8am – 5pm