

Borough of Souderton

**31 West Summit Street
Souderton, Pa. 18964
215.723.4371
Fax 215.723.5569**

DEMOLITION PERMIT APPLICATION PROCEDURES

A demolition permit is required for demolition of residential or non-residential structures.

Location of Property – Complete address including city, state and zip code must be provided on all applications.

Complete every section.

Building & Lot Size – dimensions of the property (length/width) and/or total square feet or acreage must be provided on all applications.

Plot Plan – Provide scaled plan of entire property. Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.

Sign and Date Application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers for property owner/resident and contractor. Contractors making application must be registered with the township prior to starting construction.

***PLANS AND SPECIFICATIONS**

A plot plan showing location of structure or structures to be demolished.

DEP approval

Letters from Utility Companies stating disconnection (electric, gas, water & sewer).

Rodent inspection letter (the removal of all rodents).

*All items listed must be included with initial permit application submittal.

ADDITIONAL INFORMATION

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to "Borough of Souderton".

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REVIEW – The application will be reviewed by the Code Enforcement Department for compliance with the building codes of Borough of Souderton. All permits must be submitted together for review. (i.e.: PLUMBING, ELECTRICAL, HVAC and FIRE PROTECTION)

PERMIT GRANTED – Work may not start until a permit has been approved and granted. The permit cards are to be displayed so as to be visible from the street.

PLUMBING, ELECTRICAL, HVAC and FIRE PROTECTION – All plumbing, electrical, heating & air conditioning and fire protection contractors and/or their personnel must provide a Certificate of Insurance verifying Worker’s Compensation coverage, and Federal or State Employer Identification Number (EIN).

INSPECTIONS – Call the Borough office (215-723-4371) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, they will not be done and uninspected work will not be granted final approval. If an inspection fails twice for the same code violation, a reinspection fee will be required prior to a third inspection.

NOTES: All Subdivision and Land Development approvals must be complete before submitting building permit. All PA labor & Industry approvals must be stamped on the same set of plans being submitting with the building permit. Borough requires stamped plans if any structural materials (i.e.: steel, trusses, bond beams or manufactured beams) are being used in the construction of structure.

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DEMOLITION PERMIT

TECHNICAL SECTION

A. IDENTIFICATION - APPLICANT

WHEN MAKING CHANGES TO THE PLANS OR WHEN CHANGING CONTRACTORS OR CHANGING DRAWINGS THIS OFFICE MUST BE NOTIFIED

BLOCK _____ LOT _____

C. TECHNICAL SITE DATA

DESCRIPTION OF WORK

OWNER IN FEE _____

ADDRESS _____

TELEPHONE _____ CELL _____

CONTRACTOR _____

ADDRESS _____

TELEPHONE _____ CELL _____

LIC NO _____

FE EMP NO _____

ESTIMATED COST

B. DEMOLITION CHARACTERISTICS

RESIDENTIAL COMMERCIAL

USE GROUP _____

DESCRIPTION OF WORK _____

PRINCIPAL TYPE OF FRAME

WOOD FRAME STRUCTURAL REINFORCED CONCRETE

MASONRY (BEARING WALLS)

DIMENSIONS

TOTAL BUILDING SQUARE FOOTAGE _____

TOTAL BUILDING LOT SIZE _____

JOB SUMMARY (Office Use Only)

PLAN REVIEW

NO PLANS REQUIRED

JOINT PLAN REVIEW REQUIRED

BUILDING MECHANICAL

FIRE ELECTRIC

PLUMBING ACCESSIBILITY

D. CERTIFICATION IN LIEU OF OATH

I HEREBY CERTIFY THAT I AM THE (AGENT OF) THE OWNER OF RECORD AND AM AUTHORIZED TO MAKE THIS APPLICATION AND PERFORM THE WORK LISTED ON THIS APPLICATION

PRINTED NAME _____

SIGNATURE _____

DATE _____