

Borough of Paxtang

Office of Codes Administration

Building Permits FAQ

Q. When do I need a Building permit?

A. Borough Ordinance requires that the Property Owner or his Authorized Agent (Contractor) shall file a building permit application for any proposed construction, repairs or alterations in excess of \$200.00. An example of construction, repairs or alterations would be:

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|---------------------------------|----------------|------------------------|
| *New Construction | *Roofing | *Wooden Decks / Patios |
| *Sidewalks/Driveways | *Fences | *Accessory Structures |
| *Remodeling | *Sheds | *Wood or Coal Stoves |
| *Additions | *Windows/Doors | *Exterior Painting |
| *All Electrical / Plumbing Work | | |

(Borough Ordinance # 488)

Q. Where can I get a permit application?

A. You may obtain a permit application either through the Borough Secretary or by visiting the Borough's web site at www.paxtang.com.

Q. What information will I need to supply with the building permit application?

A.

- A certificate of liability insurance and proof of worker's compensation insurance for any Contractors and Sub-contractors.
- Site Plan Drawing showing the dimensions and location of any sidewalk, driveway, fence, shed/garage or additions.
- Borough of Paxtang Plumbers License for any contractor doing plumbing work.

Q. When can I start work on the project?

A. No work may begin until the Codes Officer has issued the Building Permit Card. Most permit applications will be processed within 5-10 business days of submission to the Codes Officer.

Q. What are the fees for the Building Permit Application?

A. The fee is \$10.00 for the first \$1000.00 of the total project cost and then \$5.00 for every \$1000.00 afterwards. Example: For a total project cost of \$4000.00, \$10.00 for the first \$1000.00 and \$15.00 for the remaining \$3000.00, the permit fee would be \$25.00.

If you have any further questions please feel free to contact Ed Wenger, Paxtang Borough Building Code Official at (717) 564-4770 between the hours of 10:00 A.M. – 4:00 P.M. Monday through Friday.