



2025 RESIDENTIAL BUILDING PERMIT APPLICATION

Dallastown Borough

175 East Broad Street, Dallastown PA 17313

PHONE: 717-244-6626 • FAX: 717-244-1076 • www.dallastownboro.com

DATE RECEIVED: _____
DISTRICT: _____ ALLOWED _____
EXIST: _____ PROP: _____
BP 25 - _____ FEE: _____
SWM 25 - _____ FEE: _____
CA FEE \$ _____
TOTAL FEE \$ _____
DATE ISSUED: _____
EXPIRES: _____
BOROUGH USE ONLY

Owner

Name _____

Address _____

Phone: _____

Email: _____

Contractor (if applicable)

Name _____

Address _____

Phone _____

Email: _____

PROPERTY ADDRESS _____

LOT AREA SF _____ EXIST COVER SF _____ ADDED COVER SF _____

DESCRIPTION OF PROJECT (PROVIDE DRAWING OF LOT WITH EXISTING AND ADDED COVER)

COST of PROJECT: _____ FEE - \$20 1ST THOUSAND + \$2 PER THOUSAND + \$40 PER INSPECTION

APPLICANT: _____ SIGNATURE: _____

PHONE: _____ EMAIL: _____

§ 90-3 Permit required. It shall be unlawful for any person, firm, association or corporation to erect, construct, enlarge, alter, repair, move, remove or demolish any building or structure within the limits of the Borough of Dallastown, York County, Pennsylvania, unless a permit therefor shall first be secured as hereinafter provided.

The above signed applicant hereby makes application for a building permit in accordance with PA UCC Section 403.62a and all applicable ordinances of Dallastown Borough and hereby certifies, under penalties of perjury, that all facts herein are true and correct. The permit will become invalid if authorized work does not commence within 180 days from the permit issuance date. The applicant also understands and acknowledges that all plan review fees must be paid regardless of whether the applicant proceeds with the project. Effective January 2, 2024 (R2024-03) –The Borough reserves the right to collect a fee up to \$500 as a deposit at the time of the application.

APPLICATION FOR BUILDING PERMIT / USE CERTIFICATE

PA. UCC and referenced INTERNATIONAL BUILDING CODE SERIES is enforced

MUNICIPALITY _____

Application Date _____

Application No. _____

1. PROPERTY INFORMATION

Tax Map _____

Site Address _____

Parcel No. _____

Zone: Agricultural _____ Commercial _____ Conservation _____ Industrial _____ Residential _____

2. OWNER'S INFORMATION

First Name: _____

Mi.: _____

Last Name: _____

Phone No.: _____

Street Address: _____

City: _____

State: _____

Zip: _____

3. BUILDING PERMIT APPLICATION

Description of Work: *(provide details on plot plan along with existing structures on lot)*

ESTIMATED COST OF CONSTRUCTION: \$ _____

ESTIMATED START DATE ____/____/____

ESTIMATED COMPLETION DATE ____/____/____

4. 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 authorized agent and I understand and assume responsibility for the establishment of official property lines for required setbacks prior to the start of construction, and agree to conform to all applicable laws of this jurisdiction. I further certify that this information is true and correct to the best of my knowledge.

APPLICANT SIGNATURE _____ DATE _____

Address _____ Phone No _____

(TURN PAGE OVER)

5. CONTRACTOR INFORMATION

Please list additional general contractor information on additional sheet(s) if applicable

Name of Contractor _____ Phone No. _____

Chief Executive Officer _____ Phone No. _____

Person in Charge of Work _____ Phone No. _____

Contractor Address _____

City _____ State _____ Zip _____

Proof of "Workman's Compensation" Insurance _____

6. SUBCONTRACTOR INFORMATION

Please list subcontractors for major trades, use additional sheet(s) if applicable

Contractor _____ City, State, Zip _____ Phone No. _____

Contractor _____ City, State, Zip _____ Phone No. _____

Contractor _____ City, State, Zip _____ Phone No. _____

Contractor _____ City, State, Zip _____ Phone No. _____

Contractor _____ City, State, Zip _____ Phone No. _____

7. OFFICE INFORMATION

APPLICATION FEE: \$ _____ ISSUANCE DATE _____/_____/_____

PERMIT FEE: \$ _____ EXPIRATION DATE _____/_____/_____

INSPECTION FEES \$ _____ EXTENSION DATE _____/_____/_____

TOTAL FEES \$ _____

APPLICATION IS: GRANTED _____ DENIED _____

SIGNATURE OF PERMIT OFFICER _____ DATE _____

**APPLICANT OR AUTHORIZED AGENT IS RESPONSIBLE FOR CONTACTING BUILDING INSPECTOR FOR
REQUIRED INSPECTIONS.**