

HORSHAM TOWNSHIP

Department of Code Enforcement

1025 Horsham Road • Horsham, PA 19044 • P: (215) 643-3131 • F: (215) 643-0448

**RESIDENTIAL PERMIT REQUIREMENTS****ALTERATIONS, ADDITIONS AND REMODELING**

1. Completed Permit Application form.
2. Two (2) sets of scaled construction plans for all buildings and structures with all dimensions. Identify each room (bedrooms, bathrooms, kitchen, etc.) (Minimum scale ¼ inch).
3. All second floor additions must be signed & sealed plans.
4. Two (2) sets scaled plot plans to show all existing and proposed features and buildings on the site, with all dimensions and setbacks from property lines (minimum scale ¼ inch or 1 inch = 40 ft.) Property dimensions are available upon request.
5. Plans no larger than 24"x36" will be accepted, no exceptions.
6. Plumbing section of the Application completed, along with layout and line drawing, if required.
7. Insurance Certificate showing coverage for workers compensation.
8. All fees paid.

ROOFING, SIDING AND WINDOW ENLARGEMENTS

1. Complete Permit Application form.
2. Fire rated plywood on townhouses, condos, etc. where required.
3. Insurance Certificate showing workers compensation.
4. All fees paid.