

**MT. WOLF BOROUGH  
BUILDING PERMIT APPLICATION**

345 CHESTNUT STREET  
MT. WOLF, PA 17347  
PHONE: (717) 266-3211  
[mwbzoning@gmail.com](mailto:mwbzoning@gmail.com)  
[www.mtwolfborough.com](http://www.mtwolfborough.com)

Map Parcel: _____
District: _____
Fee Paid: \$ _____

PERMIT # \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

New Building  Addition  Alteration  Repair  Demolition  Change of Use

Site Address: \_\_\_\_\_

Brief Description of Project: \_\_\_\_\_

Cost of Project: \$ \_\_\_\_\_ Sq. Footage: \_\_\_\_\_

General Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Instructions:**

1. Fill in the form completely.
2. If your project involves construction, installation, or expansion of a structure, walk, drive, pool, or other permanent item, attach a sketch to this application showing all existing and proposed structures, walks, drives as well as the measurements of each, the lot size and the distances of each to the property lines.
3. Submit the completed form and sketch to the Zoning Officer at 345 Chestnut St. Mt. Wolf, PA 17347. You must enclose the fee with the application. The fee is: \$10.00 per \$1,000.00 value of the project up to a maximum of \$100.00, payable to "Mount Wolf Borough". You can also submit the application and sketch to the Zoning Officer at [mwbzoning@gmail.com](mailto:mwbzoning@gmail.com). If you choose this option, then you must mail the fee to the Borough office.
4. **THE PERMIT FEE IS: \$ \_\_\_\_\_**
5. The Zoning Officer will review your permit application to determine if your project meets all zoning requirements. Make sure you have a contact phone number or email address listed on the application in case there are any question about your application.
6. If required, you must apply for a building permit with Commonwealth Code Inspection Services. Their phone number is (717) 846-2004. You must confirm with them whether you will have code inspections for work to be performed.
7. If you are constructing anything in a Flood Prone area, please consult the Flood Plain Ordinance enacted as Mount Wolf Borough Ordinance 2009-2 for additional requirements.
8. Please consult the ordinance addressing Illicit Discharge Detection and Elimination ("IDDE Ordinance" enacted as Mount Wolf Borough Ordinance 2009-3) to ensure compliance with storm water runoff management.

Applicant Print Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICIAL USE BELOW THIS LINE**

Permit Granted: \_\_\_\_\_ Permit Denied: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Borough Official: \_\_\_\_\_