



LOWER POTTS GROVE TOWNSHIP

2199 Buchert Road, Pottstown, Pa. 19464 610-323-0436 Fax: 610-323-3824

www.lowerpottsgrove.org

APPLICATION FOR MINOR RENOVATIONS AND ALTERATIONS

Applicants may submit the following form to the Township for a Building permit if the project involves a single-family residential property and if the activity is a minor renovation or alteration. All other permit requests should utilize the standard forms available at the Township office.

Applicant Information	Applicant Name: _____ Date Submitted: _____
	Property Street Number and Name: _____
	City: _____ Zip Code: _____
	Daytime Phone Number: _____
Project Description	Please use this space to describe the project: _____ _____ _____ _____ _____
	Estimated starting date: _____ Est. Completion Date: _____ Project cost: _____

*** Please use the other side of this form to draw a picture of your lot & proposed structure ***

Contractor (if applicable)	Address and Phone	Is Contractor registered? Provide Township / State number
General Contractor		
Plumbing Contractor		
Electrical & Other Contractor		

*** If the owner is going to complete work, please write "self" in the above form.***

All application forms must be submitted to the Township Office prior to the start of any construction. Applicant in signing this form certifies that all information provided herein and in any other supporting documentation is accurate and he/she intends to comply with applicable ordinances. Township staff will review the application form and reserves the right to request more information if necessary. Township staff will notify the applicant of the permit fee after calculation. Please sign below.

Applicants' Signature: _____ Date: _____