



## Tredyffrin Township

1100 DuPortail Road, Berwyn, PA 19312  
610-644-1400-phone / 610-699-1213-fax  
[permits@tredyffrin.org](mailto:permits@tredyffrin.org)

### COMMERCIAL PERMIT APPLICATION REQUIREMENTS

- A. Where the fee is based upon floor area, the square-foot area shall be computed from the plans submitted at the time application is made by adding the area determined from outside dimensions at ten-foot intervals from basement floor to the ceiling of the uppermost story; each ten-foot increment, or fraction thereof, shall be computed as a separate story.
- B. Where the fee is based upon estimated cost, the valuation of the proposed construction or work shall include the entire value of such construction or work. The building inspector shall have the right to verify or correct the estimated cost of such construction or work, and shall be furnished with a copy of an executed contract or other document which confirms or validates such estimated cost or value.

**\*The permit fee shall be based on the most current Schedule of Fees and shall be submitted upon approval of application. Schedule of Fees can be found online at [www.tredyffrin.org](http://www.tredyffrin.org) (search: fee schedule)**

**\*All Contractors must be Registered with the Township\***

**\*Permit Requirements are subject to Inspectors Discretion\***

#### Antenna (New Commercial)

- ☐ One (1) set of paper plans
- ☐ One (1) PDF of plans
- ☐ Permit fees calculated as an Accessory Structure (refer to Zoning permit application)
- ☐ Electrical permit (refer to the Building and Construction application)
- ☐ Brand new site requires special exception from the Zoning Hearing Board and Planning Commission review, are only permitted in LI and PIP, and may not exceed 75'. **New sites require a Zoning variance and Planning Commission review.**
- ☐ Plot plan required for new site to indicate the setbacks from the Antenna or Satellite Dish to the property lines and plot plan required to indicate the location of the proposed antenna or dish.
- ☐ Specifications to indicate the size and height from grade to top of existing structure and top of proposed antenna or dish
- ☐ Specifications to indicate how the structure will be completely screened from view of any property or a variance is required.

#### Antenna (Commercial on Existing Structures)

- ☐ One (1) set of paper plans
- ☐ One (1) PDF of plans
- ☐ Plot plan required to indicate the location of the proposed antenna or dish.
- ☐ Permit fees calculated as an electrical (refer to the Building and Construction application)
- ☐ If attaching to existing structure, may only exceed height limits of the applicable district by more than 10' without a variance.
- ☐ May not attach to a residential structure
- ☐ Specifications including the size and height from grade to top of existing structure and top of proposed antenna or dish
- ☐ Specifications indicating how the structure will be completely screened from view of any property or a variance is required.

### **Building Permit**

- ☐ One (1) set of paper plans sealed by a professional licensed in PA.
- ☐ One (1) PDF of plans sent via email
- ☐ Use and occupancy permit application for **all new construction, alterations, or change in use.**
- ☐ Site diagram is required if addition or new construction. Entire lot must be shown with exterior dimensions and setbacks. All streets must be shown

### **Construction Site Storage Trailer Permit**

- ☐ Plot plan indicating distances from all property lines and structures
- ☐ Electric permit submission (if required)
- ☐ Number of months required

### **Generator-Electrical /Fuel Gas Installation Permit**

- ☐ Electric permit required.
- ☐ Site Diagram showing location of generator showing distance from house windows, doors and property boundaries
- ☐ Equipment specifications
- ☐ Identify type of fuel gas.(Propane gas included in Electrical permit)
- ☐ Natural gas fuel connection, Plumbing permit is required in addition to Electrical permit

### **Fire Suppression System Permit (Sprinklers)**

- ☐ Device specifications
- ☐ Plans or shop drawing with hydraulics

### **Fire Alarm Permit**

- ☐ Minimum NIVET III design required
- ☐ One (1) set of paper plans sealed by a professional licensed in PA.
- ☐ One (1) PDF of plans sent via email
- ☐ Equipment specifications

### **Fuel Storage Tank Installation-Oil only (Mechanical)**

- ☐ Plot Plan indicating distances from all property lines and structures
- ☐ Copy of work proposal or general contract (contractors name, property address, cost)

### **Low Voltage/Voice and Data**

- ☐ One (1) set of paper plans sealed by a professional licensed in PA.
- ☐ One (1) PDF of plans sent via email

### **Solar/PV Systems**

- ☐ Two sets of drawings signed and sealed by a professional licensed in PA.(1 paper & 1 PDF)
- ☐ Plot plan required to indicate the location and set backs of the solar panels.
- ☐ Solar Panels (permit by square footage)
- ☐ If attaching to existing structure, may only exceed height limits of the applicable district by more than 10' without a variance.
- ☐ Specifications to indicate the size and height from grade to top of existing structure and top of proposed antenna or dish

### Use and Occupancy Permit

- ☐ New building construction
- ☐ Commercial alteration of existing building or tenant space
- ☐ Change of occupant
- ☐ Change in use of a building or land

### General Notes:

- Plot plan shall be on separate sheet and include all of the items as noted above. Distances in front yards must be measured from edge of the right of way to the edge of paved cart way. Corner properties have two front yards, one side yard, and one rear yard.
- All dimensions must be shown from the new construction to all property lines. For a pool, the dimension from the closet foundation to the pool must be a minimum of 15 feet.
- **Other Permits/Certifications which may be required** (note: where multiple permits are required, they are expected to be submitted at the same time). These include, but are not limited to:
  - Chester County Health Department
  - On Site Septic and/or Well Permit(s)
  - Food Handler or Restaurant Certifications
  - Township Sewerage Tap Permit
  - Township Sewer Authority Approval
  - PADEP Sewer Capacity Permit (Planning Module, Exemption, etc.) Township Stormwater Management and/or County Conservation District Approval
  - Street Opening/Highway Occupancy/Driveway Permit (PennDOT or Township Engineering Department)
  - Other Local, State, or Federal Approvals/Permits, as required