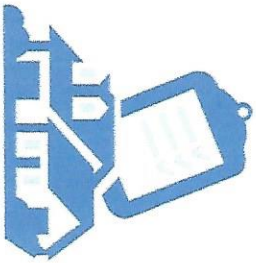


When do you need a Building Permit?

A Building Permit is required if you intend to construct, enlarge, convert, move, demolish or change the occupancy of any building or accessory structure regulated by the Uniform Construction Code.



Always Call Before Starting Any Project:

- ☛ Your Local Borough or Township Office, even if your project does not require a Building Permit it may require approval from the Municipality.
- ☛ PA One-Call at 800.242.1776 or 811 before you start digging
- ☛ Your County Soil Conservation District
- ☛ Your County Planning Commission

A Building Permit is Required for:

- ☛ All new construction
- ☛ Any addition containing living space
- ☛ Attached garages (including those attached by a breezeway or carport)
- ☛ Any deck or ramp with a floor over 30" from the ground (attached or detached from the house)
- ☛ Any roof addition or repair/replacement of framing when attached to the house
- ☛ Detached residential accessory structures over 1000 square feet. (Please contact our office for further information.)
- ☛ Most Residential Renovations. (Please contact our office for more information.)
- ☛ All in-ground swimming pools or above-ground pools that have more than 24" of water AND are permanent
- ☛ Any fence more than 6' in height
- ☛ Any masonry or retaining wall more than 4' in height
- ☛ Any work on Commercial, Businesses or Industrial and Multi-Family (3 or more) Units



Items Needed for

Building Permit Issuance:

- ✓ Building Permit Application
- ✓ 2 or 3 Sets of Construction Prints (As much detail as possible on **how** you are constructing the project.)
- ✓ Zoning Permit/ Municipality Approval
- ✓ Water/Sewer Connections or an On-Lot Sewer System Permit
- ✓ Driveway Permit from your Municipality or PENNDOT
- ✓ Approved Subdivision or Land Development Plans
- ✓ A Valid Street Address from your County GIS Department
- ✓ Floodplain management regulations compliance (i.e. Certificate of Elevation)
- ✓ HARB Application (Lewisburg Borough Historic District Only)

If you are unsure whether or not you need a Building Permit or other approvals, please contact us and we will be happy to be of assistance.

What is a "COG"?

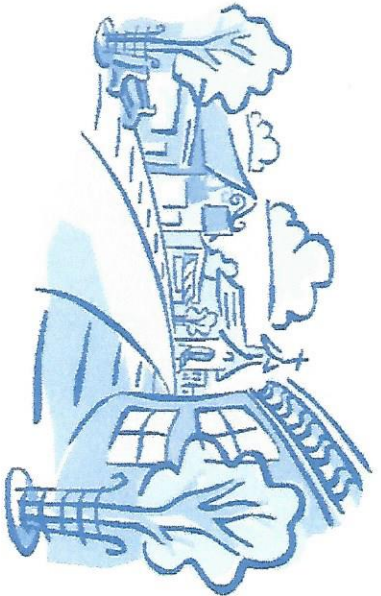
A Council of Governments (COG) is a voluntary association formed to promote intergovernmental communication and cooperation.

A COG is not another level of government. It is a continuing association of governments without legislative or taxing power. Members are able to remain in a COG while not always participating in every COG project or service.

Councils of Governments are becoming increasingly popular as local governments become aware of the necessity of joint purchasing and action in dealing with mutual problems and of the federal and state funding available to such organizations. In addition, COG's are flexible, politically responsible and do not threaten the local autonomy of member governments.

The objective of Central Keystone COG is to pool resources to more efficiently administer services for residents and municipalities; thereby providing services that would otherwise not be economically practical.

All COG administered services are funded entirely through permit and inspection fees paid by the users of these services, **no tax monies fund the COG.**



Mail:

1610 Industrial Blvd.
Suite 400A
Lewisburg, PA 17837

Call:

570-522-1326 phone
877-457-9401 toll free
570-522-1327 fax

e-mail:

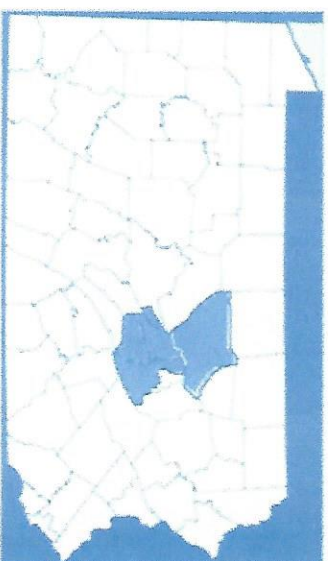
permits@ckcog.com

Office Hours:

Monday - Friday
8:30 am - 12:00 pm
1:00 pm - 4:30 pm



**Central Keystone
Council of
Governments**



**When do you need a
BUILDING PERMIT?**

Centre County
Lycoming County
Northumberland County
Snyder County
Union County

The Central Keystone COG Serves:

108,585 residents
in
5 Counties
containing
12 Boroughs
&
33 Townships
Covering
823 Sq. Miles