

## Frackville Borough

### Building Permit Application Checklist

1. Applicant information filled in entirely
2. Contractor information filled in entirely
3. Cost of the project must be filled in.
4. When returning the permit application please attach a copy of the site drawings and other pertinent information of the project.
5. If work is being done by a contractor a copy of the contractors insurance must be provided with the permit application.
6. Once the permit application and all required documents are received. It then will be determined that the proposed construction will be in conformance with all requirements. Your application will then be processed and Code Enforcement will contact you with the cost of the permit. NO PERMIT WILL BE ISSUED UNLESS PAID IN FULL AND ALL REQUIRED DOCUMENTS ARE SUBMITTED.
7. Construction must be started within 6 months and completed within one year with year by year extensions granted upon application and approval.

Note: You should check to see if your project requires a zoning permit. This office does not issue those permits. To do so you must contact Schuylkill County Planning and Zoning at 570-628-1415.