



## Borough of Mount Penn

*"The Friendly Borough"*

John A. Becker Municipal Building  
 200 North Twenty-Fifth Street  
 Mount Penn, Reading, PA 19606-2091  
 Phone (610) 779-5151 \* Fax (610) 779-5221

### Application / Minor Repairs & Renovations Permit (Without Structural Alterations)

Property Owner: \_\_\_\_\_ Phone No. \_\_\_\_\_

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

Property Location: \_\_\_\_\_  
 \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_ **PA HIC Contractor #:** \_\_\_\_\_  
 \_\_\_\_\_

**Type of Work:**

Roofing                       Gutter/Downspouts                       Exterior Repair                       Covering Facial/Soffit  
 Siding                               Concrete Work                               Interior Repair                               Replacement Windows/Doors  
 Temporary Structures                       Other

Describe in detail Work to be performed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Construction Cost: \$ \_\_\_\_\_

**In consideration of the issue and delivery to me by the Code Enforcement Officer, applicant agrees that all the provisions of the Building Codes, Zoning Ordinance and all state laws pertaining to buildings will be complied with, whether specified or not, and the applicant hereby agrees to identify and keep harmless the Municipality, its Officers and Duly Appointed Representatives against all liabilities, judgments, costs, and expenses which may in any way accrue by reason of construction of occupancy, or any building, sidewalk, street road, highway, and strictly comply with conditions of this permit.**

\_\_\_\_\_

Cost of Improvement

\_\_\_\_\_

Application Date

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Permit Fee

\_\_\_\_\_

Issue Date

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Location of improvements

Submit a plot plan of the boundary of the property to scale, showing the following improvements:

- 1) Location of all existing and proposed structures and buildings.
- 2) All public and private roads that border the property.
- 3) Driveways and parking, loading areas, etc.

**PLOT PLAN**

A large grid for drawing a plot plan. The grid is composed of 20 columns and 20 rows of small squares, providing a scale for the drawing. The grid is intended for the user to draw the boundaries of the property and the locations of improvements as specified in the instructions above.

