

Borough of Lewistown

PENNSYLVANIA

MUNICIPAL BUILDING - 2 EAST THIRD STREET - LEWISTOWN, PA 17044-1799 - (717) 248-1361

What Do I Need a Permit For & What Will I Need to Obtain One?

Some common projects that require a permit and what you will need to obtain one are listed below. For a complete listing of all items requiring a permit, please request a copy of Chapter 5, Section 114.1, "When a Permit is Required".

- **Demolition**: estimated project cost and a copy of your contractors liability insurance
- **Doors**: estimated project cost
- **Electrical**: scope of work, DR number, estimated project cost, and potentially a sketch depending on the type of work being performed
- **Excavation**: estimated project cost
- **Fences/Retaining Walls**: estimated project cost
- **Garages**: lot diagram, drawings and estimated project cost
- **Heating/Cooling Systems**: type of system and estimated project cost
- **New Construction**: lot diagram, construction drawings and estimated cost
- **Porches/Decks**:
 - **Repair**: estimated project cost
 - **New Construction**: lot diagram, deck plan submittal form and estimated project cost
- **Roof**: roofing material and estimated project cost (FYI, you can only cover 1 layer of existing material)
- **Sheds**: lot diagram and estimated project cost (FYI, sheds must be permanently anchored to the ground)
- **Sidewalks**: estimated project cost
- **Siding**: estimated project cost
- **Signs**: type & size of sign and estimated project cost
- **Swimming Pools**: type of pool, lot diagram and estimated project cost
- **Windows**: estimated project cost

If you are located in the ***Floodplain***, we will have to verify whether your project will be considered a "substantial improvement" based on FEMA's guidelines.

If you are a ***contractor***, you will need to provide a current copy of your liability insurance and current Home Improvement Contractor registration issued by the PA Attorney General's Office.

If you are a ***tenant***, you will need to provide a letter from your landlord (the property owner) listing the work to be done, the property address, and giving you permission to do the work and obtain the permit.

*As always, we are more than happy to answer your questions in the Codes Enforcement Office.
(717) 242-1145, ext. 2*