

DENVER BOROUGH INFORMATION SHEET
CONSTRUCTION CODE AND ZONING
PERMIT APPLICATIONS



When do I need Construction Code Permit?

A Construction Code permit shall be required for all new construction but not limited to the following:

1. New homes, commercial, and industrial construction.
2. Any change to a building or structure that extends or changes the area, volume or location of the building or structure.
 - A. Shall include additions to homes, commercial and industrial buildings or structures.
3. Accessory buildings: shall include detached garages, carports or other structure built on site; that may or may not have electricity, plumbing or mechanical equipment installed.
4. Additions to accessory buildings.
5. Utility sheds; shall be governed by the Zoning Ordinance.
6. Any change to the means of egress to a building or structure.
7. Enclosure of/ or roof over existing patios or decks.
8. Enclosure of/ or roof over existing porches or stoops.
9. Swimming pools: in-ground or above ground. (For electrical and plumbing).
10. Construction/installation of a new uncovered deck or replacement of any existing deck that is more than 30 inches above grade.
11. Replacement of any stove/oven, dishwasher, furnace, clothes dryer, hot water heater, boiler, HVAC unit or similar device if there is a change in fuel type, location or electrical requirements or characteristics.
12. New installation of siding, soffit, spoutings or fascia – not replacement.
13. Cutting away a wall, partition or portion of wall and the removal or cutting of any structural beam or load bearing support.
14. Interior alterations to walls, doorways and shall include but not be limited to:
 - A. Kitchen Remodeling.
 - B. Bathroom Remodeling.
 - C. Dry walling over existing wall.
 - D. New fixtures or appliances if applicable to any other listed requirement.
 - E. Powder rooms if work includes any part of any other listed requirement.
15. Any change to existing, relocation of existing or new installation of plumbing, electrical or mechanical; shall include outlets, switches, control panels, lighting, wiring, service disconnects, waste water pipes, drains, traps, etc.
16. The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical.
17. Removal or demolition of any building or structure.
18. Replacement of roofing materials; including underlayment, rafter repair, etc.
19. **Due to changes in the Uniform Construction Codes, anyone looking to build, construct, remodel, or make additions to a structure within Denver Borough shall contact the Municipal Office for guidance with the requirements.**

A Construction Code permit shall not be required for the maintenance and/or ordinary repairs to buildings or structures, including but not limited to:

1. Re-siding, soffit, spouting or fascia.
2. Sidewalks and curbs located on private property not within the right-of-way of any street or street line as defined in the Denver Borough Zoning Ordinance.
3. Re-surfacing of any existing driveway.
4. Painting.
5. Replacement of floor coverings, including:
 - A. Carpet.
 - B. Linoleum.
 - C. Sub-floor.
6. Replacement of existing doors, windows, garage doors, in the same opening if the dimensions or framing of the original opening is not altered.
7. Repair and replacement of existing decks and patios as long as they are not enclosed, enlarged or raised more than 30 inches above grade.
8. Repair or replacement of any part of an existing porch or stoop which does not structurally support a roof located above the porch or stoop and as long as they are not enclosed or enlarged.
9. Repairs or replacement of existing coverings, this shall include:
 - A. Wallpaper.
 - B. Drywall.
 - C. Paneling.
 - D. Paint.
10. Replacement of a receptacle, switch or lighting fixture rated at 20 amps or less and operating at less than 150 volts to ground with a like or similar item. This does not include replacement of receptacles in locations where ground-fault circuit interrupter protection is required.
11. Replacement of existing standard household appliances (i.e. dishwashers, stove/ovens, clothes washer or dryer, etc.) as long as there is no change in fuel type, location or electrical requirements or characteristics.

In regard to non-commercial swimming pools, the Borough requires a Zoning Permit for all pools with a designed water depth of 24-inches or more, as well as a Construction Code Permit if the pool has filtering and electrical connections.

Permit regulations may require a Zoning Permit as well as the Construction Code Permit.

Residents who are not sure of the need for a Construction Code Permit are encouraged to contact the Municipal Building at 717-336-2831 to determine whether a Construction Code Permit is needed and/or to obtain a copy of the Construction Code Permit application prior to commencing any alterations/new construction.

When do I need a Zoning Permit?

A Zoning Permit is required for the following;

1. Any change to a structure's footprint or square footage.
2. Placement of/or construction of a storage shed, detached garage or similar structure.
3. Construction of a new patio, deck or porch.
4. Enlargement of any existing patio, deck or porch.
5. Replacement of any sidewalk, curb or drive approach along any street in the Borough.
6. Installation of any above-ground or in-ground swimming pool.
7. Installation of any fence or retaining wall.
8. Widening of any driveway or off-street parking area.
9. Construction of a new driveway or off-street parking area; whether public or private.
10. New sign installations.

HOW DO I APPLY FOR A PERMIT?

1. Obtain a Construction Code or Zoning Permit application from the Denver Borough Municipal Building or the Borough website at www.denverboro.net. Some Zoning Permits may also require a Stormwater Management Application.
2. The Applicant shall submit to the Borough of Denver the Permit Application and a copy of an improvement plan to obtain Borough Zoning compliance.
3. Once reviewed, the Zoning Officer shall provide the applicant with a copy of the list of approved Inspection Agencies along with a copy of the original improvement plan.
4. Choose only one (1) inspector for each permit project.
5. The Applicant shall contract with an approved Inspection Agency to complete any required plan review before the permit can be issued. The Applicant shall submit two (2) copies of the plans to the Inspection Agency for review and comment.
6. Following the review, the Inspection Agency shall fax to the Borough the completed "Plan Review/Inspection Agency Notification" form indicating that the Inspection Agency has reviewed the plans and that the proposed construction meets the Uniform Construction Code before the permit can be released. The Inspection Agency will keep one copy of the plans and return the second copy to the Borough.
7. The Applicant then shall obtain a Construction Code permit from the Borough complete with a copy of the approved plans.
8. The Applicant then shall have the work performed and the required inspections completed.
9. Once the project is complete, the Inspection Agency shall forward to the Borough a completed and executed copy of the "Building Inspection Record/Certificate" along with a complete set of construction plans for the Borough's files.
10. The Zoning Permit does not have to be reviewed by an Inspection Agency.

For all new residential construction, the Zoning Officer will follow the receipt of the completed Building Inspection Record/Certificate with an inspection and issuance of a Certificate of Use and Occupancy. For residential alterations, the completion of the Building Inspection Record/Certificate shall serve as the Certificate of Use and Occupancy.