



Upper Dublin Township
370 Commerce Drive
Fort Washington, PA 19034
(215) 643-1600 (phone)
(215) 643-8845 (fax)
www.upperdublin.net

PERMIT SUBMISSION GUIDE

DETACHED GARAGE

1. Building Permit Application - \$350 for first 1,500 sq. ft., \$150 for each additional 500 sq. ft. or fraction thereof + \$100 for plan review + \$4.50 UCC fee
2. Electrical Permit Application - \$25 / \$1,000 of cost of construction or fraction thereof + \$4.50 UCC fee
3. Grading Permit Application - Under 400 sq. ft.: \$200; Over 400 sq. ft.: \$380
4. If over 400 sq. ft, Seepage Bed or Rain Garden is required:
 - a. Over 400 sq. ft.: Show seepage bed on plot plan
 - b. Over 700 sq. ft.: Signed & Sealed Plan required by PA Architect or Engineer
5. (2) sets of 2' x 3' PA Architect / Engineering Signed and Sealed Plans
6. (2) sets of electrical underwriter-approved plans showing all electric in the garage as well as to the garage
7. Building & Impervious Coverage Form
8. Plot Plan noting location and all setbacks
9. Copies of all Signed Contracts and Scopes of Work
10. Contractor Registration – All contractors must be on file with Upper Dublin Township. A contractor registration form must be completed, notarized if workers compensation insurance is not carried, and returned along with a Certificate of Insurance showing general liability and workers compensation with Upper Dublin Township as a certificate holder
11. Certificate of Occupancy Application
12. If over 1,000 sq. ft., Fire Protection Permit Application is required for Sprinklers: \$75
13. See Section 255-29
 - All applications must be fully completed with email addresses for both the property owner, contractor, etc. and signed by the applicant – Incomplete or unsigned applications will not be accepted
 - Permit application fees are due upon submission of application
 - It takes approximately 15 business days for residential / 30 business days for commercial for permit applications to be reviewed, approved, and issued. No work may commence until permit has been issued or Late Fees will be charged per Code.

All forms can be found on our website, www.upperdublin.net, Code Enforcement, Permit Applications and Forms

Fees in effect as of the revision date

**PLEASE NOTE THAT THIS IS ONLY A GUIDE –
ADDITIONAL FORMS, DOCUMENTS, SPECIFICATIONS, FEES, ETC. MAY BE REQUIRED**