

HOPEWELL TOWNSHIP

YORK COUNTY PA

BUILDING PERMIT SUBMISSION POLICY

Residents or their contractors should complete a Hopewell Township Building Permit application form. These forms are available on-line at www.hopewelltownship.com; at the Hopewell Township Office, 3336 Bridgeview Road, Stewartstown PA 17363; and the South Penn Code Consultants Office, 230 N. Main Street, Shrewsbury PA 17361.

The completed form must be brought to the Hopewell Township Office, along with a fee of \$100 for a residential permit or \$200 for a commercial permit. Payment can be made in cash or by check made payable to "Hopewell Township".

The Township Office immediately forwards the application to the South Penn Codes Consultants Office by email khunnings@comcast.net or fax 717-792-1436.

If a resident or contactor wishes to discuss the project prior to filing for a permit, he/she may visit the Building Code Officer, Keith Hunnings, South Penn Code Consultants, 230 N. Main Street, Shrewsbury PA 17361 or call him at 717-942-2248.

The PA Statewide Building Code allows a period of 15 business days from the filing date until the permit is issued for residential permits; and 30 business days for commercial permits.

South Penn Code Consultants notifies the applicant when the permit is ready for pick up at the Township Office and if there are additional charges. Payment is made to "Hopewell Township" and/or to "CCIS", which are mailed to that office at: 40 West 11th Avenue, York PA 17404 by Township personnel.



Aaron R. Manifold, Chairman

2-5-2015

Date