

Upper Makefield Township
Department of Planning & Zoning

Additions, Renovations, and Garages

General Information

Size of Addition. If an addition's footprint requires more than 1,000 square feet of earth disturbance, sealed grading plans are required with a grading permit and approval from the Bucks County Conservation District. The form is available at www.bucksccd.org

Stormwater Management Practices. Your project must comply with established stormwater management practices, as outlined by the Conservation District.

Septic System Distance from Renovation or Addition. Your renovation or addition must be located at least 10 feet from your water well and septic system. **Pools** must be a minimum of 25 feet from the septic system.

New Bedrooms Require Septic System Approvals. If you are adding a bedroom, you must obtain approval for the existing septic system from the Bucks County Department of Health. Their phone number is (215) 345-3329. Online, visit www.buckscounty.org and look for >Health Department>OnSiteSewage.

If your project is under 1,000 square feet, you'll still need to show on plans how water quality and recharge requirements will be met. See guidance below.

Required Forms and Submissions

- Building Permit Application**
- Zoning Occupancy and Use Permit Application**
- Professional Services Agreement** to pay for Township consultant reviews. Please see the current fee schedule for escrow dollar requirements to be submitted if earth disturbance is over 1,000 square feet.
- Grading - Drainage Application.** If an addition's footprint requires more than 1,000 square feet of earth disturbance, a Grading permit application is required. You must submit 2 sets of sealed grading plans. The submission must include a copy of the completed Bucks County Conservation District application. The Conservation District's application is called the Erosion and Sediment Control Application.
- Septic Permit from the Bucks County Department of Health**
- Sealed Structural Building Plans:** Two copies of the plot plan showing
 - Dimensions of the addition, and
 - Distances to side and rear property lines
- Plot Plans** are required for less than 1,000 square feet of disturbance.
- Electrical Application.** With this application you must submit an electrical plan that has been approved by a third-party Electrical Inspector.
- Plumbing Application.** With this application you must submit 2 copies of the plumbing riser diagram.

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- **Insurance.** Upper Makefield Township must be listed as “Certificate Holder” on a current Certificate of Insurance for all contractors, electricians and/or plumbers.

If the property owner is doing the work, please provide a copy of the homeowner’s liability insurance. Please sign page three of the zoning application for homeowner exemption and have it notarized.
- **PA Contractor Registration Certificate.** Please submit a copy of the contractor’s PA Contractor Registration Certificate.

All Township forms can be found at the following link:
<https://uppermakefield.org/departments/planning-and-zoning/permits-applications/>

Applications and supporting documents can be submitted via email to CodeOffice@uppermakefield.org