



# LOWER NAZARETH TOWNSHIP

## PLANNING & ZONING OFFICE

306 BUTZTOWN ROAD  
BETHLEHEM, PA 18020  
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### Residential Addition Submission Checklist

- Completed Building Permit application, signed by Applicant and Owner
- 2 cc of Addition Floor Plans (do not have to be prepared by Architect/Engineer)
  - Foundation Plan indicating size of foundation wall and footing; footing depth
  - Plans must indicate proposed uses for all rooms, within and adjacent to the addition
  - Location of all existing and proposed partition walls, with room dimensions
  - Specifications for emergency escape or rescue window for any new bedroom(s)
  - Location of smoke detectors
  - Location of electrical panel
  - Location of proposed plumbing fixtures
  - Means of heat for the space and location of any proposed fireplace(s)
  - Floor and roof framing members (type, size and spacing) for altered/added areas
- 2 cc of Cross Section, depicting building construction from footing to roof framing
- 1 cc of Zoning Site Plan, depicting:
  - Location of all property lines
  - Location of all existing structures, including septic system and reserve area
  - Location of all proposed projects that may not be permitted but not constructed
  - Dimensions of addition to nearest property lines
  - Location of any easements on the property
- 1 cc of current Insurance Certificate for contractor performing construction, showing proof of Worker's Compensation insurance

#### **Fees** (payable to "Lower Nazareth Township")

- 1 check for **\$704** (min.) for Building Permit, (*See Fee Schedule for any required adjustments over 500 square feet*)
- 1 check for **\$50** for Zoning Permit

#### **Important to Note:**

Any additional bedroom will require a review of your septic system to determine adequacy of your septic system. If your septic system will not support an additional bedroom, your septic system must be improved prior to submitting this application. If you do not indicate any additional bedrooms on your application, your Building Permit will document that no bedrooms have been proposed nor approved as part of this renovation.