



*Board of Supervisors of Willistown Township
Chester County
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FAQ – When Are Residential Permits Required in Willistown?

- **Any new house (one or two-family dwelling)** – *Required: Zoning and Building permits, plus Mechanical, Electrical, and Plumbing, Soil and Erosion and Road Occupancy/Driveway permits.*
- **Kitchen remodel**– *if no structural changes are being made and items like cabinets and appliances are being replaced, no zoning or building permits are required. If changes are made to plumbing, electrical and mechanical, those permits are required. If in doubt, contact the Building Code Official.*
- **Bathroom remodel**– *if no structural changes are being made and items like vanities, tile, and toilets are being replaced, no zoning or building permits are required. If changes are made to plumbing, electrical and mechanical, those permits are required. If in doubt, contact the Building Code Official.*
- **Any addition to an existing house** – *Required: Zoning and Building permits, plus Mechanical, Electrical, and Plumbing. Possibly needed: Soil and Erosion permit.*
- **Constructing one or more new stories on top of an existing house:** *Required: Zoning and Building permits, plus Mechanical, Electrical, and Plumbing.*
- **Any garage or carport that is attached to the house:** *Required: Zoning and Building permits and Electrical permit for lighting and/or a garage door opener.*
- **Any garage, carport, shed, or greenhouse that is not attached to a single-family dwelling AND IS LESS 1,000 square feet or larger** – *A Zoning permit is required, a Building permit is not.*
- **Enclosing a porch or patio** - *Required: Zoning and Building permits and Electrical permit if lighting is being installed. A Mechanical permit is required if the space will be heated and cooled.*
- **Installing/building a sunroom or “three seasons” room** - *Required: Zoning and Building permits and Electrical permit if lighting is being installed. A Mechanical permit is required if the space will be heated and cooled.*
- **Installing any deck that is more than 30” above ground level at any point around the perimeter of the deck-** *Required: Zoning and Building permits.*

- **Installing any deck less than 30” above ground level if it has a roof/covering above it-**
Required: Zoning and Building permits.
- **Installing an indoor or outdoor hot tub or spa-** *Required: Zoning and Building permits plus electrical permit.*
- **Constructing an in-ground swimming pool -** *Required: Zoning and Building permits plus electrical permit. Possibly needed: Soil and Erosion permit.*
- **Installing OR replacing any fence –** *Required: Fence permit.*
- **Installing any retaining wall higher than 4’ -** *Required: Zoning and Building permits.*
- **Structural alterations to an existing dwelling unit -** *Required: Zoning and Building permits.*
- **Changes to an existing means of egress (exit door, stairs, handrails, guard systems, ramps) -** *Required: Zoning and Building permits.*
- **Roof Replacement -** *Required: Roofing permit.*
- **Roof Repair –** *no permit required.*
- **Stucco Repair or Remediation–** *no permit required.*
- **Siding Replacement –** *no permit required.*
- **Window Replacement –** *no permit required as long as the existing opening is not altered.*