

## Windsor Borough Guidelines for Building/Zoning permits

Residents are required to check with the Borough to see if a permit is required for projects before starting project.

### Examples of work that requires a Permit:

#### All new construction including:

- Building an addition onto your house
- Installation of doors and windows if the new doors and windows are of a different size
- Construction and/or installation of a shed, carport or garage.
- Construction and/or installation of a fence.
- Construction of or enlarging a patio, porch or deck
- Construction of or enlarging a walkway on the property other than the sidewalk.
- Constructing a new driveway or widening an existing driveway.
- Any structural repairs or structurally changing things.
- Moving of plumbing & electrical lines or adding plumbing and electrical lines.
- Installation of above ground/in ground swimming pools, even “wall-less” pools over 24” high
- **Almost all Commercial work requires a permit!**

**Residents will need to call “811”** at least one week prior to beginning a project that requires any type of digging to ensure that utility lines on your property are marked. Residents are responsible for any damage to utility lines.

Permit applications can be obtained at the Borough office or on the website: ([windsorboropa.com](http://windsorboropa.com)). Permits will be reviewed and approved by the Borough Codes Enforcement Officer, Bob Huska (717-578-3010) ([bhhomeinspection@reagan.com](mailto:bhhomeinspection@reagan.com)).

**Projects involving constructing, building or structurally changing things will also need to be approved and inspected by Common Wealth Code Inspection Services.** A separate permit application will need to be completed and submitted before starting the project. Applications can be obtained at the Borough Office or on our website and we will submit it to Common Wealth Code Inspection Services. Their contact info is: 717-846-2004 ([www.codeservices.net](http://www.codeservices.net))

#### Examples of work that **does not require any permit:**

- Repair and replacement of existing structures (such as floorboards in a deck).
- Replacing existing siding on a house.
- Replacing shingles on a roof
- Replacing windows/doors when the new windows/doors are of the same size as the old ones.
- Replacing a garage door.
- Replacing an existing fence (no changes of where fence is located, length/size, etc.)
- Wallpaper, carpet, tile, paint and interior cabinetry (such as kitchen cabinets).

