Windsor Borough Guidelines for Building/Zoning Permits

All property owners/residents are required to contact the Borough Office or Code Enforcement Officer to discuss the need for permitting prior to commencement of **any** project.

Examples of work that requires a Permit:

- All new construction
- Construction and/or installation of a shed, carport or garage
- Construction and/or installation of a fence
- Construction of or enlargement of a porch, patio or deck
- Construction or enlargement of a walkway on the property
- Construction of a new or enlargement of an existing driveway
- All structural repairs or alterations
- Installation of or alterations of plumbing and electrical services and panel boxes
- Installation of above/in ground pools, to include inflatable type pools 24" or more in height
- Notify the Borough prior to repair or replacement of public sidewalks
- Any project that alters the exterior "footprint" of the property
- **Most Commercial projects will require permitting**

Property owners/residents are required to call "811" al least one week prior to commencement of a project that requires any type of digging to ensure all utility lines are located and properly marked. You will be responsible for any damaged utility lines.

Permit applications can be obtained at the Borough Office or on the website: www.windsorboropa.com
Permit applications will be reviewed for approval by the Borough Code Enforcement Officer, Bob Huska
(717) 578-3010 / windsorcodeenforcement@yahoo.com

Note: Projects involving construction, building or structural alterations must also be approved and inspected by Commonwealth Code Inspection Services. A separate permit application must be completed and submitted prior to project commencement. Applications can be obtained at the Borough Office or on our website and we will submit it to Commonwealth Code Inspection Services. Their contact info is: (717)846-2004 www.codeservices.net

Examples of work that does not require a permit:

- Repair/replacement of existing structures or components such as deck planks
- Exterior siding installation/replacement
- Roof replacement
- Window and door/garage door replacement
- Repair/replacement of an existing fence with no alteration of location/length/height
- Interior cosmetic upgrades such as wallpaper, paint, carpet, cabinetry

Note that the above lists do not necessarily encompass all possible projects. Please contact the Borough Office or Code Enforcement Officer with any questions if you are unsure.





