

Williams Township

655 Cider Press Road, Easton, PA 18042

Single Family Home & Tiny Home Permit application checklist

Getting Started

1. Complete application for an on lot sewage disposal system permit and call Joseph Black, Sewage Enforcement officer for further instructions. 610-216-8356
2. Complete Building permit application form & be sure to sign the front & back page.
3. Complete driveway permit application if new driveway on a Township Road, or contact PennDOT for a State road driveway permit
4. Submit 3 sets of detailed construction plans for new home which include Electrical, Plumbing & Mechanical etc.
5. Submit 3 sets of a Plot plan showing: proposed house location, lot lines, septic, grading details, driveway & well details etc. Please see grading ordinance 2011-01 for more info.
6. Complete Well Permit application form
7. Complete two (2) Contract for Professional Services for Well & Grading permits.

**all forms are available on the Township website: www.williamstwp.org*

Permit processing

1. The Zoning Officer has 30 days to evaluate a building permit application for completion.
2. The detailed construction plans for your home will be reviewed for International Building Code compliance by Keycodes Inspection agency.
3. Your Grading, Driveway & Well application will be evaluated by the Township Engineer.
4. Joseph Black, Sewage Enforcement Officer will issue your Septic Permit and conduct all necessary inspections throughout the construction process.
5. When your permit is complete & ready for you to pick up, the Zoning Officer will contact you directly.

Permit Fee's

SFH Application	\$150.00
Driveway application	\$100.00
New Driveway escrow (separate check)	\$500.00
Grading application	\$100.00
Grading escrow (separate check)	\$2,000.00
Well application	\$100.00
Well escrow (separate check)	\$1,000.00
New Septic System application	\$750.00

Please don't hesitate to call the Municipal Office for guidance.

Once Permit is complete & ready to be picked up and signed by applicant, there will be a separate Permit fee paid directly to Keycodes.