

Williams Township

655 Cider Press Road, Easton PA 18042

Single Family Home & Tiny Home Permit Application Checklist

Getting Started

1. Complete the application for an on-lot sewage disposal system permit and call Joseph Black, Sewage Enforcement Officer at 610-216-8356 for further instructions.
2. Complete the Building Permit Application form and ensure you sign the application and submit your email address
3. Complete a Driveway Permit Application if the new driveway is on a Township Road or contact PennDOT for a State Highway Occupancy Permit.
4. Submit three (3) sets of detailed construction plans for the new home.
5. Submit four (4) sets of a plot plan showing: Grading, Driveway and Well details.
6. Complete the Well Permit Application form.
7. Complete three (3) Contract for Professional Services for the well, driveway and grading.

Permit Processing

1. The Zoning Officer has 30 days to evaluate a building permit application for completion.
2. The detailed construction plans will be reviewed for compliance with the International Building Code by Keycodes Inspection Agency.
3. Your grading permit application will be evaluated by the Township Engineer.
4. Your well permit and septic permit will be evaluated by our Sewage Enforcement Officer.
5. When your permit is complete and ready for pick-up, the Zoning Officer will contact you directly.

Permit Fees

SFH Application	\$250.00
Driveway Application	\$100.00
Driveway Escrow*	\$500.00
Grading Application	\$100.00
Grading Escrow*	\$5,000.00
Well Application	\$100.00
Well Escrow*	\$1,000.00
New Septic System Application	\$850.00

*All escrow checks must be a separate check.

Once the approvals are given and the permit is ready to be picked up, there will be a separate Inspection Fee paid directly to Keycodes Inspection Agency.

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