



**BOROUGH OF DOYLESTOWN**  
**BUCKS COUNTY, PENNSYLVANIA**

**Building and Zoning Department**  
**MEMORANDUM**

To: All Commercial Building Permit Applicants

From: Kelli J. Scarlett, Director of Building and Zoning

Date: August 10, 2012

**Subject: Commercial Building Permit Applications**

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A recent change to state law now requires that all commercial building permit applications be accompanied by a letter of determination of the expected impact of the application on the current wastewater system before they can be considered as administratively complete.

Therefore all applicants for Commercial Building Permits must be accompanied by a review letter from Bucks County Water and Sewer or our staff will not accept them as complete.

Applicants may use the attached form to submit their letter or simply write their own. When the applicant receives a reply from the Water and Sewer authority a copy of it must accompany the building permit application.

Date:

Bucks County Water and Sewer Authority  
1275 Almshouse Road  
Warrington, PA 18976  
Telephone: 215-343-2538  
Toll Free: 800-222-2068  
Fax: 267-200-0339

RE: \_\_\_\_\_ (Project address)

To Bucks County Water and Sewer:

I am applying to Doylestown Borough for a building permit for my property at  
\_\_\_\_\_, Doylestown Borough.

The application is to perform the following work: (describe in detail)

Please issue a determination of the expected impact of the application on the current wastewater system.

Thank you,

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Applicant Name

Applicant Signature

Applicant Address:  
Applicant Phone:  
Applicant Email: