



New Britain Borough

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Commercial Property Owners and Business Tenants in New Britain Borough

Thank you for choosing to do business in New Britain Borough. In cooperation with health and safety regulations, Fire Inspections are required and occur annually. Please fill out the enclosed **“Fire Inspection Registration and Emergency Contact Form”** and return it to the Borough office. The Fire Marshal will use this vital information to schedule your required annual inspection, and will also try to reach you if a fire/emergency occurs at your property location.

Please keep this sheet for future reference as a guide in helping to keep your property and/or business in compliance with Borough rules and regulations. Building permits (including but not limited to: mechanical, plumbing, and electrical) are required to erect, construct, enlarge, add to, alter, repair, replace, improve, remove, install, or maintain any structure or building. Permits are required to ensure the safety of the work and its compliance with building, construction, and zoning codes. All construction work must conform to the requirements of the Pennsylvania Uniform Construction Code (UCC). Permit applications can be found on the Borough’s website, www.newbritainboro.com, in the **“Forms, Fees and Permits”** section.

Permits are required for:

- Commercial Use and Occupancy
- All signs, temporary and/or permanent, placed anywhere within the Borough.
- Property changes and improvements including, but not limited to:
 - Demolition
 - Earth disturbance/grading, parking lot changes
 - Electrical, plumbing, or mechanical work (other than changing fixtures)
 - Fire alarm systems
 - Fire suppression systems
 - Generator installation
 - New construction
 - Renovations, additions, or repairs
 - Sheds
 - Sidewalks
 - Solar
 - Storage tanks

In addition, all contractors hired to work on commercial properties must first register with the Borough so please inform them of that regulation before they begin work at your location. **“Commercial Contractor Registration”** forms can be found on our website in the aforementioned **“Forms, Fees and Permits”** section.

If you have any questions about a project or renovation, please go to the **“Borough Code”** portion of our website found under the **“Government”** section. Use the search bar and/or index to enter key words. If you still have questions, call the Borough office at **215-348-4586**, or email the zoning officer, Mike Italia, at mitalia@baryisett.com