



**LOWER MERION  
TOWNSHIP  
BUILDING  
AND PLANNING**

May 14, 2020

**Construction Activities Resumed**

On April 23rd, the Wolf Administration [announced](#) that construction businesses in Pennsylvania may resume in-person operations on Friday, May 1st. In addition, code officials may resume permit issuance and inspection services as necessary for all projects authorized under the Governor's [guidance](#).

**New Procedures in Lower Merion Township**

The Governor's Stay at Home Order has been extended through June 4th. Accordingly, the Lower Merion Township Building will continue to be restricted to public access.

**Departmental Office Hours, Restricted, Staggered - Typical Response Time = 24 hours**

**Public Works:** Sidewalk, curbing, road opening permits. Dial 610-645-6150, 610-645-6129 or email [jadams@lowermerion.org](mailto:jadams@lowermerion.org)

**Building:** For all building-related permits. Dial 610-645-6200 or email [building@lowermerion.org](mailto:building@lowermerion.org)

**Planning:** For all subdivision and land development applications. Dial 610-645-6271 or email [hcolello@lowermerion.org](mailto:hcolello@lowermerion.org)

**Zoning:** For all zoning inquiries. Email [mwyllie@lowermerion.org](mailto:mwyllie@lowermerion.org)

**Obtaining a Permit**

Although the Township's Administration Building has been closed to the public since March 16th, our dedicated staff have been working from home and/or staggered shifts in the office to support essential public services. Our Building & Planning Department has processed a large number of permit applications during this time. If you submitted a permit application and we have approved it, you will receive confirmation via email or First Class Mail.

For new permit applications, we encourage you to visit our online [Permits and Licensing](#) page where you can download forms and instructions for building permits. Along with this, you will also be asked to acknowledge the Governor's Guidance for Restarting Construction and include the name and cell number of your Pandemic Safety Officer. For the time being, please submit all permits via First Class Mail or, use the drop box located at the Lower Merion Township Police Building. Please visit the [Building and Planning Department](#) webpage or call 610-645-6200 for additional information.

**Scheduling an Inspection**

We have provided our inspectors with a full complement of personal protective equipment (PPE) so they can perform their work as safely as possible. When you receive your permit, it will include the name and telephone number of the inspector assigned to your project. Thank you for supporting our safety standards.

**One final note**

We appreciate your patience as we work together through the COVID-19 Pandemic. Please know that we are all human, just like you. These new processes will take time to perfect and they may change over time. If you have any questions, concerns or suggestions, please feel free to contact [Township personnel](#) and we will do our best to assist you.