



Department of Licenses and Inspections CITY OF PHILADELPHIA

Online Permit Amendment Form

Use this form to amend a previously approved permit via eCLIPSE.

The amendment must meet the guidelines outlined in the Zoning and Building Amendment Information Sheets.

Address

Identify the location of work for the permit amendment.

If the permit number has no prefix or year just list the six- or seven-digit number of the permit being amended.

1

Parcel Address _____

Provide permit number to be amended:

- 2 0 | | - | | | | | | |

PERMIT TYPE PREFIX - YEAR - SIX DIGIT PERMIT

Applicant

Identify how you are associated with the property.

Licensed professionals include design professionals, attorneys, and expeditors. A tradesperson must have an active Philadelphia license for their trade or hold a PA Home Improvement Contractor Registration.

2

I am the: Property Owner Tenant Equitable Owner Licensed Professional or Tradesperson

Name _____ Company _____

Address _____ Check box if NEW contractor

Email _____ Phone | | | | | | | | | |

Project Scope

Use this section to provide project details; all fields are mandatory.

(a) Select type of permit being amended.

(b) Select what type of amendment is being requested on this application.

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(a) I am requesting an amendment to a: Zoning Permit Building Permit

(b) Scope of Amendment

For Zoning Permit Amendments - (Select all that apply):

- Compliant changes in building height without a change in the number of stories.
 Compliant decreases in GFA.
 Compliant increases in required setbacks and yards.
 Additions, removal or modifications of roof decks and roof deck access structures complying with Section 14-604(5) of the Philadelphia Zoning Code.
 Compliant modification to parking configuration.
 Compliant modifications to legal signs.
 Removal of a use from a group of uses previously approved.
 Other (provide description): _____

For Building Permit Amendments - (Select all that apply):

- Structural components Occupancy classification / occupant load Fire protection systems
 Egress Accessible route Fire rated assemblies
 Construction type Change to layout of work area (same area / reduction) Plumbing fixture quantity
 Building height Sound transmission control (STC) rated systems Additions, removal or modification of roof and roof deck access structures
 Work within a designated flood zone Addition or deletion of windows or doors
 Exterior work subject to approval of the Philadelphia Historical Commission or City Planning Commission
 Scope of work (reduction only) including decrease in size or stories of a new construction building
 Work related to any approved Board of Building Standards variance or Zoning Board of Adjustment proviso
 Increase or decreasing the number of dwelling units without a change of permit type and no expansion of work area.
 Other (provide description): _____

Declaration & Signature

All provisions of the Building Code and other City ordinances will be complied with, whether specified herein or not. Plans approved by the Department form a part of this application. I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I further certify that I am authorized by the owner to make the foregoing application, and that, before I accept my permit for which this application is made, the owner shall be made aware of all conditions of the permit. I understand that if I knowingly make any false statements herein, I am subject to such penalties as may be prescribed by law or ordinance, inclusive of the penalties contained in 18 Pa. C.S. § 4904.

Applicant Signature: _____ Date: _____ / _____ / _____