



# *Borough of Rochester*

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350 ADAMS STREET  
ROCHESTER, PA 15074  
Phone: (724) 775-1200  
Fax No.: (724) 775-7020

**Take a copy of this letter and select the application(s) for your project.**

1. Complete the permit application with all the details requested.
2. Complete a Site Plan. (example attached)
3. Submit the application to the Rochester Borough Office in person or by mail. Applications take time to process.
4. IF your project requires a Building Permit, submit the building permit application at the same time.
5. Do not pay at the time of application. Once the application is processed, you will be contacted with the total cost.
6. Pay for and pick up your application.
7. POST your permits facing the street of your address.
8. Get all inspections required.
9. Zoning questions: call Patrick McGuire at 724-968-9263.