City of Allentown
Building Permits and Inspections Process

(1) Zoning Application
Determine if you need a zoning application

Zoning Application Approved

(2) Codes Requirements
Meet with the Codes Official to determine the codes requirements

(2a) Health Requirements
Meet with the Health Official to determine the codes requirements for food establishments, day cares, pools

(3) Permit Application
Apply for permits and submit plans

Permit Application and Plans Approved

(4) Review Plans
Commercial plans must be reviewed by an approved 3rd party agency

(5) Receive Permit

Construct Project and (6) Request Inspections

(7) Receive Certificate of Occupancy (CO)

Occupies Property (Open Business)

Zoning Application Denied

Zoning Hearing Board

Businesses
- Apply for Business License
- Arrange for trash and recycling pick up