

A Residential Building and Zoning Permit is required prior to the construction of the following:

*Please check with your Homeowner's Association prior to applying for any building/zoning permits.

1. New Homes
2. Additions to homes, garages (over 1000 square feet cumulative), sheds (over 1000 square feet cumulative), and decks.
3. Garages (Attached, integral, detached garages over 1000 square feet)
4. Porches and Decks (greater than 30" above grade)
5. Deck roof, Porch roof
6. Chimneys and built-in fireplaces
7. Remodeling – Any remodeling or alterations of the house which involves changing the structure or supporting members, such as creating new window or door openings, as opposed to replacing windows or doors.
8. Roof – Changes to the roof (such as adding dormers or in changing from a flat roof to a gable roof)
9. Sheds – Utility sheds and greenhouses (over 1000 square feet)
10. Swimming Pools – In-ground and above ground
11. Spas/Hot tubs – Indoors and outdoors
12. Finished Basements – Permits are required when new walls, doors, windows, bedrooms, or other passageways are created
13. Changes/installations to plumbing/mechanical/electrical – additions to, alterations of, or relocations.

Climatic and Geographic Design Criteria

Ground Snow Load	Wind Speed (mph)	Seismic Design Category	Subject to Damage From				Winter Design Category	Ice Shield Under- layment Required	Flood Hazards	Air Freezing Index	Mean Annual Temp
			Weathering	Frost Line Depth	Termite	Decay					
25	90	A	Severe	36"	Mod/ Hvy	Sl/ Mod	0-20	Yes	FEMA	1500 or less	50

Approval for a Residential Building Permit Consists of the Following Four (4) Requirements:

* Please check with your Homeowner's Association prior to applying for any building/zoning permits.

I. ZONING REGULATIONS / COMPLIANCE

Height and Yard Setback Requirements (Distances from property lines)

- A. PLOT PLAN OR LOT SURVEY – A drawing of the lot that shows its dimensions and bearings, the existing house, or proposed house or new structure and its distance from the property lines.
1. Also shown are the building line and any easements or right-of-ways.
 2. The plot plan makes it possible to determine the distance of any proposed addition or structure to any building line or property line.
 3. It is the responsibility of the Applicant to provide the Plot Plan when making application for a Residential Building Permit.

II. BUILDING CODES / COMPLIANCE

STRENGTH, STABILITY AND SAFETY OF THE STRUCTURE by regulating the size and spacing of beams, floor joists, headers, roof rafters, etc.

- A. TWO (2) SETS OF CONSTRUCTION DRAWINGS OR BLUEPRINTS must be submitted with the Residential Building Permit Application. Plans shall be drawn to scale and be of sufficient clarity to indicate the nature and extent of the work proposed and conformance to the provisions of this code.
1. Drawings may not need to be prepared by an architect or engineer, but must be drawn clearly, accurately to scale, and with sufficient detail. Sketches and doodles cannot be accepted.
 2. If stressed concrete deck/floor (not supported by the ground) or any construction method which is outside the scope of the code used, drawings and design must be prepared by a **Pennsylvania registered architect or engineer.**
 3. Details that must be shown:
 - a. Footer – size of the footer, which must be below the frost line of thirty-six (36") inches; reinforcing size and spacing as required.
 - b. Foundation wall – size of block, course height, reinforcing as required, and anchor bolts size and spacing.
 - c. Floor joists – size and spacing of floor joists; floor sheathing – type & thickness.
 - d. Walls – Type of construction of walls, such as 2" x 4" wood stud spacing; interior finish, such as 5/8" gypsum board.
 - e. Walls exterior coverings – Exterior covering of walls, such as brick or siding.

- f. Floor or wall beams – size and material of any beam supporting floors or walls.
- g. Doors, windows (headers or lintels) – size and type of header or lintel over any opening such as doors and windows.
- h. Ceiling joists – size and spacing of ceiling joists.
- i. Rafters – size, space of rafters, and type of wood.
- j. Roof or floor trusses – size and spacing of roof or floor trusses; pre-manufactured truss details.
- k. Roof – Pitch or slope of the roof and type of wood sheathing, type of covering shingles, etc.
- l. Elevations – front, side, and rear elevations (if applicable)
- m. Energy requirements (Res-Check calculations – see <www.energycodes.gov> or provide required energy specifications).

III. **RESIDENTIAL BUILDING PERMIT FEES, ZONING APPROVAL FEES, AND ADMINISTRATIVE FEES** are due at time of permit issuance.

- A. **BUILDING PERMIT FEE FOR NEW BUILDINGS OR STRUCTURES** – The Building Permit fee shall be based upon the estimated cost of construction with respect to new buildings or structures. The estimated cost of construction shall be based on the current permit fee schedule and type of construction factor table published by the ICC.
- B. **BUILDING PERMIT FEE FOR RECONSTRUCTION, ALTERATIONS, OR ADDITIONS** – When the proposal involves reconstruction, alteration or additions to an existing structure, the permit fee shall be based upon the estimated cost of the physical value of such alterations, additions or repairs.
- C. **ZONING APPROVAL** – This fee varies by Municipality.

IV. **REQUIRED INSPECTIONS**

- A. Depending on the nature of work performed, a variety of inspections are required. The attached “Required Residential Inspections” sheet is provided at the time of building permit issuance with the appropriate inspections indicated.
- B. Footer inspections may not be scheduled until required fees are paid and permit is issued.

**TRAFFIC IMPACT FEES ARE REQUIRED TO BE PAID BEFORE
A BUILDING PERMIT IS ISSUED.**

THE CURRENT FEE IS \$1,426.08

CONSTRUCTION PERMIT APPLICATION

DATE APPLICATION RECEIVED: _____

LOCATION OF PROPERTY: _____

LOT & BLOCK OR PARCEL NUMBER: _____

SUBDIVISION: _____

MUNICIPALITY: _____

COUNTY: _____

OWNER NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

BUILDING PERMIT

- One Family Dwelling Multi Family Dwelling Commercial Use: _____
 New Construction Alteration Repair Demolition

DESCRIPTION OF CONSTRUCTION: _____

TOTAL SQ. FT. OF CONST: _____ ESTIMATED COST OF CONST: _____

Plan Review Required ARCHITECT/ENGINEER NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____ FAX _____

BUILDER NAME: _____
DBA: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____ FAX _____

APPLICANT IS RESPONSIBLE FOR OBTAINING REQUIRED HIGHWAY OCCUPANCY PERMITS FROM THE PA DEPT. OF TRANSPORTATION. I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I HEREBY AGREE THAT ALL APPLICABLE PROVISIONS OF THE MUNICIPALITIES CODES SHALL BE COMPLIED WITH, AS WELL AS THE REQUIREMENTS OF THE MUNICIPAL SEWER AND WATER AUTHORITY WHETHER SPECIFIED OR NOT.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND ACKNOWLEDGES THE SMOKE DETECTOR REQUIREMENTS INVOLVED WITH ALTERATION, REPAIR AND ADDITION PERMITS

APPLICANT/AGENT SIGNATURE

PRINT NAME

DATE

***** FOR DEPARTMENT USE ONLY *****

BUILDING PERMIT APPLICATION	APPROVED	DENIED	BUILDING PERMIT FEE	\$	_____
BY: _____			PLAN REVIEW FEE	\$	_____
DATE: _____			MUNICIPAL FEE	\$	_____
PERMIT NO. _____			TRAINING FEE	\$	4.00
			TOTAL PERMIT FEE	\$	_____

REASON(S) FOR DENIAL: _____

OVER FOR SUBCODE PERMIT

MECHANICAL PERMIT

CONTRACTOR SAME AS BUILDER

CONTRACTOR: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX _____

HEATING SYSTEM New Replacement Electric Solar
FUEL Gas Oil
TYPE Hydronic Forced Air

DESCRIPTION OF CONSTRUCTION: _____

ESTIMATED COST OF MECHANICAL WORK: _____

NO.	EQUIPMENT	NO.	EQUIPMENT	NO.	EQUIPMENT
_____	Water Heater	_____	Fuel Oil Piping	_____	Gas Piping
_____	Steam Boiler	_____	Hot Water Boiler	_____	Hot Air Furnace
_____	Oil Tank	_____	LPG Tank	_____	Fireplace
_____	Other:	_____		_____	

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND ACKNOWLEDGES THE SMOKE DETECTOR REQUIREMENTS INVOLVED WITH ALTERATION, REPAIR AND ADDITION PERMITS

APPLICANT/AGENT SIGNATURE

PRINT NAME

DATE

***** FOR DEPARTMENT USE ONLY *****

MECHANICAL PERMIT APPLICATION APPROVED DENIED

BUILDING PERMIT FEE \$ _____

BY: _____

PLAN REVIEW FEE \$ _____

DATE: _____

MUNICIPAL FEE \$ _____

PERMIT NO. _____

TRAINING FEE \$ 4.00

TOTAL PERMIT FEE \$ _____

REASON(S) FOR DENIAL: _____

OVER FOR SUBCODE PERMIT

ELECTRICAL PERMIT

CONTRACTOR SAME AS BUILDER CONTRACTOR: _____
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 PHONE: _____ FAX: _____

TYPE OF ELECTRICAL WORK: New Replacement Repair /Alterations

UTILITY COMPANY: _____
 WORK ORDER NUMBER: _____

DESCRIPTION OF CONSTRUCTION: _____

ESTIMATED COST OF ELECTRICAL WORK: _____

NO.	EQUIPMENT	NO.	SIZE	EQUIPMENT	NO.	SIZE	EQUIPMENT
_____	Luminaries	_____	_____	AMP Service Panel	_____	_____	KW Electric Range Receptacle
_____	Receptacles	_____	_____	AMP Sub-Panels	_____	_____	KW Oven/Surface Unit
_____	Switches	_____	_____	AMP Sub-Panels	_____	_____	KW Electric Water Heater
_____	Detectors	_____	_____	KW Dishwasher	_____	_____	HP/KW Space Heater
_____	Pole Luminaries	_____	_____	HP Garbage Disposal	_____	_____	KW Electric Dryer Receptacle
_____	Spa/Hot Tub	_____	_____	KW Central A/C Unit	_____	_____	KW Baseboard Heat

Swimming Pool Above Ground In Ground

Other: _____
 Other: _____
 Other: _____

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND ACKNOWLEDGES THE SMOKE DETECTOR REQUIREMENTS INVOLVED WITH ALTERATION, REPAIR AND ADDITION PERMITS

 APPLICANT/AGENT SIGNATURE

 PRINT NAME

 DATE

******* FOR DEPARTMENT USE ONLY *******

ELECTRICAL PERMIT APPLICATION	APPROVED	DENIED	BUILDING PERMIT FEE	\$ _____
BY: _____			PLAN REVIEW FEE	\$ _____
DATE: _____			MUNICIPAL FEE	\$ _____
PERMIT NO. _____			TRAINING FEE	\$ 4.00
			TOTAL PERMIT FEE	\$ _____

REASON(S) FOR DENIAL: _____

WORKERS' COMPENSATION ADDENDUM

LOCATION OF PROPERTY: _____

LOT & BLOCK OR PARCEL NUMBER: _____

MUNICIPALITY: _____ COUNTY: _____

PART I

The applicant for the building permit, in compliance with Act 44 of 1993, hereby submits (check one):

Certificate of Insurance OR Certificate of Self-Insurance (please attach)

Affidavit of Exemption

PART II

Basis for exemption (check one):

Applicant is an individual who owns the property

Contractor/Applicant is a sole proprietorship without employees

Contractor/Applicant is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Workers' Compensation Act.

Please explain: _____

All of the contractor/applicant's employees on the project are exempt-on religious grounds under Section 304.2 of the Workers' Compensation Act.

Please explain: _____

Other: Please explain: _____

My signature on behalf of or as the contractor / applicant for this building permit constitutes my verification that the statements contained here are true, and that I am subject to the penalty of 18 Pa. C.S.A. §4904 relating to un-sworn falsifications to authorities.

Signature: _____ Title: _____

1. Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
2. The applicant is not permitted to employ any individual to perform work on this project pursuant to the permit in violation of the Act.
3. Violation of the Workers' Compensation Act or the terms of this permit will subject the applicant to a stop-work order and other fines and penalties provided by law.

OSHA SAFETY STANDARDS SIGNOFF

LOCATION OF PROPERTY: _____

LOT & BLOCK OR PARCEL NUMBER: _____

MUNICIPALITY: _____ COUNTY: _____

I AM FULLY AWARE OF THE U.S. DEPARTMENT OF LABOR, OCCUPATION SAFETY AND HEALTH ADMINISTRATION (OSHA) STANDARDS AND UNDERSTAND THAT I MUST COMPLY WITH THESE STANDARDS FOR THE DURATION OF MY CONSTRUCTION PROJECT.

SIGNATURE OF APPLICANT/OWNER

DATE SIGNED

ENERGY CODE COMPLIANCE

LOCATION OF PROPERTY: _____

LOT & BLOCK OR PARCEL NUMBER: _____

MUNICIPALITY: _____ COUNTY: _____

SELECT TYPE OF ENERGY CODE COMPLIANCE

REScheck ATTACH COMPLIANCE CERTIFICATE

REScheck SOFTWARE CAN BE OBTAINED AT: www.energycodes.gov

NOTE: - Section N1101.8 of the 2006 International Residential Code requires that: A permanent certificate shall be posted on or in the electrical distribution panel. The certificate shall be completed by the builder or registered design professional. The certificate shall list the predominate R-values of insulation installed in or on ceiling/roof, walls, foundation (slab, basement wall, crawlspace wall and/or floor) and ducts outside conditioned spaces; U-factors for fenestration; and the solar heat gain coefficient (SHGC) of fenestration.

===== OR =====

SIMPLIFIED PRESCRIPTIVE BUILDING ENVELOPE THERMAL COMPONENT CRITERIA

CLIMATE ZONE 5 REQUIREMENTS

FENESTRATION - (WINDOWS)	U-0.35	SKYLIGHTS	U-0.60
CEILING	R-38	WOOD FRAME WALLS	R-19 or R-13 & R-5 a
MASS WALLS	R-13	FLOORS	R-30 b
BASEMENTS	R-10 or R-13 c	SLABS	R-10 - 2 FOOT
CRAWLSPACES	R-10 or R-13 c		

- R-13 & R-5 means R-13 in the walls and R-5 insulated sheathing. Less than 25% corner bracing no insulated sheathing required, over 25% R-2 insulated sheathing required.
- Floor insulation is to fill framing cavity R-19 minimum.
- Either R-10 continuous or R-13 cavity insulation.

SIGN ENERGY COMPLIANCE FORM

My signature on behalf of or as the contractor / applicant for this building permit constitutes that I will comply with energy code as outlined in the Rescheck certificate attached or the climate zone checked above.

APPLICANT/AGENT SIGNATURE

PRINT NAME

DATE