

Introduction to UCC Permit Application

These instructions are designed to help you submit the information necessary for the Township staff to process your application. Your project will be evaluated in terms of compliance with Township ordinances, building, plumbing, mechanical, electrical, and fire codes. The information presented in these notes is not all inclusive of the adopted Uniform Construction Code (UCC) as adopted by the Commonwealth of Pennsylvania Act 45. It is intended only to highlight the areas which often present difficulties for contractors and Township residents.

Failure to complete this application as it pertains to your project will delay the permit process. Please take your time and print legibly. If we can't read it, we can't process it!

Once a permit is received, it shall be the permit applicant's responsibility to request inspections and insure that the inspection is approved before continuing the project. The required inspections are attached to the Building Permit. When calling for inspections, provide the permit number, job site address, permit applicant's name, and type of inspection requested. Requests for inspection must be at least 24 hours in advance, and your job site must be accessible to the inspector from 8:30 A.M. to 5:00 P.M. the day of inspection. To request an inspection, call 724-927-2020.

Please remember that no structure may be occupied or used until final inspection has been made, and the certificate of occupancy is issued if required.

TOWNSHIP APPLICATION FOR ZONING PERMIT # _____

Type of Structure (Check one below.)

- House Manufactured Dwelling Mobile Home Garage Carport
 Addition Apartment Porch Deck Storage Shed Fence
 Covered or Enclosed Patio Wall College Church Hospital
 School Swimming Pool Parking Lot Office Retail Store
 Eating Place Industrial Building Club Sign
 Other: _____

Owner:

_____ **Phone** _____

Mailing Address _____

Construction Location _____

Size of Building: Length _____ Width _____ Height _____

Total Square Feet: _____ Market Value \$ _____

Zoning District _____ To be used as _____

Plot Plan Diagram: Draw your building, show your lot size and set back lines from the street and other properties.

DRAWING

**A Highway Occupancy Permit is required from the Commonwealth of PA pursuant to the Act of 1945 before driveway access to a State Highway is permitted and before a permit for construction is approved.

Date to begin construction _____

Date of completion _____

_____ Feet from street to front of building

_____ Feet and _____ Feet from side lot

lines of neighbors

_____ Feet from rear of building to rear

property line

Septic System Permit Number _____

Township Sewer Tap-in Number _____

The undersigned states that the above facts are true and correct.

Date: _____ **Signature of Owner** _____

(For Township use only)

Approved for construction permit: Date _____ Zoning Officer _____

_____ Appeal to Zoning Hearing Board

Tax Map No. _____

ZONING PERMIT FEE \$ _____

DOCUMENTS/REQUIREMENTS WHICH NEED TO BE PROVIDED
FOR BUILDING APPLICATION

Note: Failure to supply the required documents will result in a delay in issuing your permit.

- _____ 1. Survey of property showing all existing structures and proposed addition with dimensions to front, side and rear property lines.
- _____ 2. Mercer County tax lot and block number from tax record.
- _____ 3. Copy of sewer permit from sewer authority or sewage enforcement officer.
- _____ 4. Workers compensation insurance certificate for all workers and contractors or PA state exemption for religious orders.
- _____ 5. Construction plans shall be drawn to scale and include all dimensions and cross-sections as required to evaluate structural integrity of structure. (2 sets required)
- _____ 6. Show design criteria, i.e.; roof _____ (40); wind _____ (70); Seismic design _____(B); frost line _____ (36"); dead and live load, snow load _____; window sizes _____; door sizes _____; electrical components _____; heating components _____; plumbing components _____; emergency escape and rescue openings _____; (5.7 sq. ft.); smoke alarms _____; insulation _____; foundation coating and French drains _____.
- _____ 7. Cost of construction (based on National average – labor and material).
- _____ 8. All structures shall be constructed as provided in IRC 2003 building code and references.
- _____ 9. Final inspection shall be made after all work is complete and approved by the Code Official.
- _____ 10. Certificate of Occupancy – No structure or building shall be used or occupied until the Certificate of Occupancy is issued to the permittee.
- _____ 11. Driveway permits shall be requested to enter or exit a Township road from the roadmaster of the Township.
- _____ 12. Posting of building permit shall be made visible from the street. Failure to post the permit shall result in a Stop Work Order being issued.
- _____ 13. Engineering review. Should a review be necessary for the project, the applicant will be notified before the review takes place. Should a review be necessary, the cost of the review will be assessed to the owner.

- _____ 14. Smoke alarms – Required as follows: Inside each sleeping room, in hallway in the immediate vicinity of the bedrooms, on each additional story including basements. All units shall be hard-wired with battery backup, and will all sound when any one alarms.
- _____ 15. Building envelope thermal component criteria – MINIMUM required performance (U-Factor and R-value)
Zone 15 applies: Heating degree days 6500 – 6999
Glazing U-factor 0.35 or better
R Values –
- | | |
|-------------------|--------------------|
| Ceilings | R-38 |
| Walls | R-21 |
| Floors | R-21 |
| Basement Walls | R-11 |
| Slab Perimeter | R-11, 4 feet depth |
| Crawl space walls | R-20. |
- _____ 16. Electrical: All bedrooms shall be wired with AFCI protection as per 2002 NEC. This includes ceiling outlets and all other outlets within the room. Electric layout shown on plans. Show service location.
- _____ 17. Plumbing: Fixtures and piping tree shown with pipe sizes. Vents through roof size shown. (Air test will be required on waste and drain lines.) (5 lbs. for 1 hour)
- _____ 18. Heating: Show hot and cold air returns on plans with sizes. 26 gage steel straps must bridge openings in plates. Electric outlets cannot be in return air stud spaces.
- _____ 19. Ice Guard must be used on roofs.
- _____ 20. Air vents in crawls space wall must be shown. Opening into crawl space shall be 24" x 24" or larger.
- _____ 21. Road bonds may be required by Township roadmaster. Check with Township for requirements.