

## **Introduction to UCC Permit Application**

This booklet is 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 this booklet 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, jobsite address, permit applicant's name, and type of inspection needed. Requests for inspection must be at least 24 hours in advance, and your jobsite must be accessible to the inspector from 8:30 AM to 5:00 PM the day of inspection. To request an inspection call: 724-927-2309

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.

APPLICATION FOR UCC PERMIT

DATE: \_\_\_\_\_ Township of \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

Applicant \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ ( ) Owner ( ) Contractor Cost of Construction \$ \_\_\_\_\_

Job Location \_\_\_\_\_ No. of dwellings units \_\_\_\_\_

Type of Improvement \_\_\_\_\_ Proposed Use \_\_\_\_\_

No. of Stories \_\_\_\_\_ Area of 1<sup>st</sup> Floor \_\_\_\_\_ Area of 2<sup>nd</sup> Floor \_\_\_\_\_ Height \_\_\_\_\_

Building Size --- Long \_\_\_\_\_ ft. Wide \_\_\_\_\_ ft. TOTAL Sq. Ft. Area \_\_\_\_\_

( ) Yes, ( ) No Plans indicate exact design and layout of improvement

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_

Crawford or Mercer County Lot and Block No. \_\_\_\_\_

Municipal sewer tap-in number \_\_\_\_\_ SEPTIC Permit Number \_\_\_\_\_

( ) Yes, ( ) No --( 2 ) sets of construction plans submitted for review. ( One will be returned )  
Construction plans must be drawn to scale and include cross sections  
Workers Comp. Insurance cert. must be attached to application for permit.

Owners Name \_\_\_\_\_ Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

*NOTICE: Upon receipt of a permit, I hereby agree to abide by the building and Code standards adopted by the UCC ( Act 45 ) of the Commonwealth of Pa I understand my project may be suspended for violation of the aforementioned.*

Signed \_\_\_\_\_

.....  
( Township use only )

Adm. Fee \$ \_\_\_\_\_  
Bldg. Insp. Fee \$ \_\_\_\_\_  
Elect. Insp. Fee \$ \_\_\_\_\_  
Plumb. Insp. Fee \$ \_\_\_\_\_  
Fire Insp. Fee \$ \_\_\_\_\_  
Pa. State Fee \$ \_\_\_\_\_  
Total Fees Due \$ \_\_\_\_\_

Approved for issue date \_\_\_\_\_  
By: \_\_\_\_\_

# BUILDING APPLICATION REQUIREMENTS

## Documents required for Building Permits

Note: Failure to supply the required documents listed below will result in application being returned and delay permit being issued

- 1 \_\_\_ Survey of property showing all existing structures and proposed addition with dimensions to front, side, and rear property lines.
- 2 \_\_\_ Crawford / Mercer County tax lot and block number from tax record
- 3 \_\_\_ Copy of sewer permit from Sewer Authority or SEO
- 4 \_\_\_ Workers Comp. Insurance Cert. 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 ie: 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- permit shall be requested to enter or exit to a Township road from the Road Master 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 crawl space wall must be shown. Opening into crawl space shall be 24" X 24' or larger

21 \_\_\_ Road Bonds may be required by Township Road Master. Check with Township for requirements