

# INDEPENDENCE TOWNSHIP

## PERMIT APPLICATION PACKET

NOTICE! NEWLY UPDATED NPDES PERMIT REGS ON LAST PAGE OF PACKET

~ CONSTRUCTION ~

~ BUILDING ~

~ ZONING ~

~ DEMOLITION ~

Please note that if an electrical permit is needed, a separate fee will be issued

### Uniform Construction Code Act 45 of 1999

Administered by  
**Code.sys Code Consulting, Inc.**  
For the Township of Independence

Municipal Office 724-378-3739 Hours 8-4, M-F

Contact information for our inspectors if you need  
Additional information or to schedule inspections:

Code.sys™ Code Consulting, Inc.		Code.sys™ Code Consulting, Inc.	
John J. Hucko <i>Building Inspector</i>		John T. Lucchesi <i>Electrical Inspector</i>	
1-877-821-0337 Ext. 59	321 Grant Avenue	1-877-821-0337 Ext. 55	321 Grant Avenue
Toll Free	Pittsburgh, PA 15209	Toll Free	Pittsburgh, PA 15209
<a href="http://www.code-sys.com">www.code-sys.com</a>	412-821-0337, ext. 59	<a href="http://www.code-sys.com">www.code-sys.com</a>	412-821-0337, ext. 55

# CONSTRUCTION PERMIT INSTRUCTIONS

**ALL INFORMATION IS REQUIRED UNDER THE COMMONWEALTH OF PENNSYLVANIA UNIFORM CONSTRUCTION CODE. ACT NO. 45 OF 1999**

1. Construction Permit Application(s) are to be completed, signed and dated.
2. Two (2) sets of building plans and/or specifications (if required) are to be submitted with the application for residential construction projects. Three (3) sets of building plans and/or specifications are to be submitted with the application for commercial construction projects. Building plans may be waived at the discretion of the Building Inspector if work is minor in nature. Information required on building plans is outlined on the "Construction Drawings Requirements" included in the package.
3. If applicable, a site plan (survey) shall be submitted with the application.
4. The Municipality **MUST** sign off on the Zoning, Historical District and Flood Hazard form.
5. Provide proof of Workers Compensation Insurance or complete the addendum application stating that the work will be done solely by owner or by contractor without any employees.
6. Complete Energy Code Compliance form.
7. Sign OSHA Safety Standards Signoff form.
8. Return Items 1 through 7 to the Municipality.

NOTE: This list is not all inclusive and the Municipality reserves the right to add, delete, and change this requirement list at any time. Additional information may be required by the Municipality in order to approve and issue a permit. You will be notified of all applicable fees and per section 401.2. Once the permit fees are paid you will be given the permit placards that are to be placed in the window at the construction site and a list of all required inspections and the names and phone numbers of the inspectors.

## INDEPENDENCE TOWNSHIP SET-BACK INFORMATION FOR SITE-PLAN USE

FRONT:	50' from edge of road right-of-way
REAR:	50' from property line
SIDES:	15' from property line
DRIVEWAYS:	5' from property line

(Lots on record prior to 1992 have 10' SIDE AND REAR setbacks)

# CONSTRUCTION DRAWINGS REQUIREMENTS

Drawings should be drawn to scale and shall provide the necessary information to verify compliance with the Pennsylvania Uniform Construction Code.

Two (2) sets of building plans and/or specifications shall be submitted for residential construction projects. Three (3) sets of building plans and/or specifications shall be submitted with the application for commercial construction projects.

All construction drawings shall include the following information:

**Site Plan Drawing:** The construction documents submitted with the application for permit shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from lot lines. In the case of demolition, the site plan shall show construction to be demolished and the location of size of existing structures and construction that are to remain on the site or plot.

**Structural Drawings:** To include footing construction detail, foundation construction details, framing construction detail, masonry construction detail, wood construction detail, steel construction detail, stair detail and chimney detail as applicable.

**Foundation Drawings:** To include all applicable dimensions including footing sizes with description of reinforcement (if applicable), layout and description of foundation drain system location of all slabs describing thickness of slab, base, reinforcement, vapor barrier and any slopes.

**Floor Plans:** To include location and sizes of all doors, windows, closets, decks, plumbing fixtures, wall and column sizes, thickness and material; location and type of insulation; to include the use of all areas and means of egress components.

**Roof Framing Drawings:** To include sizes, type, location and anchoring of roof trusses. NOTE: For Pre-Engineered trusses, floor joists and beams, all specifications, bracing and installation instructions must be available at the time of inspection.

**Floor Framing Drawings:** To include same as above, except for floor joists on each floor.

**Electrical Drawings:** To include all lighting facilities, smoke detectors, GFI and ARC fault protection, outlet box size, electrically operated equipment and electrical circuits required for all service equipment of the building or structure.

**Mechanical Drawings:** To include size and type of appliances, construction of flues and chimney system, ventilation air provided, fresh air make-up provide and gas shut-off locations.

**Plumbing Drawings:** To include a plan view and a riser diagram of waste and water piping, pipe sizing, grade of pipe, drainage fixture unit loads on stacks and drains, water distribution design criteria.

## REQUIRED INSPECTIONS UNDER PA UCC ACT 45-1999

PERMIT NO.: \_\_\_\_\_  
LOCATION: \_\_\_\_\_  
MUNICIPALITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_

- (1) Upon receipt of approved building permit, such building permit must be posted on the job site so it is visible from the street and remain posted until a final inspection has been made. Approved plans must be retained on the job site. Where a Certificate of Occupancy is required, such building shall not be occupied until a final inspection has been made.
- (2) The approved building permit will become null and void if construction work is not started within 180 days of date the permit is issued as noted on the building permit. Work must be completed within five (5) years of date of issuance.

### REQUIRED INSPECTION PROVIDED BY THE TOWNSHIP

These inspections may be scheduled Monday through Friday between 8:00 a.m. and 4:30 p.m. by contacting JOHN J. HUCKO, Building Inspector at 412-821-0337 ext. 59. Kindly give 2 working days advance notice. Electrical and Plumbing inspectors names and extensions are listed below.



Indicates if Required

- ☐ **Footing** – prior to pouring but after reinforcement rods are in place.
- ☐ **Foundation/Masonry** – before backfilling – walls must be parged and waterproofed – sill plate must be wolmanized (if within 8" of grade) with required anchor bolts in place.
- ☐ **Electrical** – prior to covering structural members  
Contact JOHN T. LUCCHESI @ 412-821-0337 ext. 55
- ☐ **Plumbing** – prior to covering structural members.  
Contact JOHN J. HUCKO @ 412-821-0337 ext. 59
- ☐ **HVAC** - prior to covering structural members.  
Contact JOHN J. HUCKO @ 412-821-0337 ext. 59
- ☐ **Framing** - prior to covering structural members, but after HVAC, electrical and plumbing installations. Rough inspection stickers must be on site at this time.
- ☐ **Wallboard** – during the installation of the wall coverings
- ☐ **Final Inspection** – prior to occupancy. Electrical and plumbing final inspection stickers must be given on site at this time.

### NOTICE

**ALL PERMITS** require a final inspection. Requests for a final inspection give at least two (2) working days notice.

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# 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 ☐ Two Family Dwelling ☐ Commercial Use \_\_\_\_\_

☐ New Construction ☐ Alteration ☐ Repair ☐ Demolition

DESCRIPTION OF CONSTRUCTION: \_\_\_\_\_

TOTAL SQ. FT. OF CONSTRUCTION: \_\_\_\_\_ EST. COST OF CONSTRUCTION: \_\_\_\_\_

☐ Plan Review Required

ARCHITECT/ENGINEER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

BUILDER NAME: \_\_\_\_\_ (INSERT "SELF" IF YOU ARE THE BUILDER)

DBA: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

APPLICANT IS RESPONSIBLE FOR OBTAINING REQUIRED HIGHWAY OCCUPANCY PERMITS FROM THE PA DEPT. OF TRANSPORTATION AS REQUIRED UNDER SECTION 402 OF THE STATE HIGHWAY LAW (36 P.S. § 670-420). I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I HEREBY AGREE THAT ALL APPLICABLE PROVISION OF THE MUNICIPALITY'S CODES SHALL BE COMPLIED WITH.

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

**X**

\_\_\_\_\_  
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 \$

TOTAL PERMIT FEE \$

REASON(S) FOR DENIAL: \_\_\_\_\_

# ZONING, HISTORIC DISTRICT AND FLOOD HAZARD SIGNOFF

LOCATION OF PROPERTY: \_\_\_\_\_

LOT & BLOCK OR PARCEL NUMBER: \_\_\_\_\_

MUNICIPALITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

- ZONING AND/OR HISTORICAL DISTRICT COMPLIANCE CERTIFICATES WILL BE ACCEPTED IN LIU OF THIS FORM.
- APPLICANT/OWNER IS RESPONSIBLE FOR OBTAINING REQUIRED HIGHWAY OCCUPANCY PERMITS FROM THE PA DEPT OF TRANSPORTATION AS REQUIRED UNDER SECTION 402 OF THE STATE HIGHWAY LAW (36 P.S. § 670-420).

## ===== FOR MUNICIPAL USE ONLY =====

ZONING SIGNOFF ☐ APPROVED ☐ DOES NOT APPLY

ADDITIONAL COMMENTS: \_\_\_\_\_

HISTORICAL DISTRICT SIGNOFF ☐ APPROVED ☐ DOES NOT APPLY

ADDITIONAL COMMENTS: \_\_\_\_\_

FLOOD HAZARD AREA ☐ YES ☐ NO  
IF YES COMPLIANCE WITH § 403.62A(D)(1)(2)(3) IS REQUIRED

ADDITIONAL COMMENTS: \_\_\_\_\_

BY: SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

# WORKER'S 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 11

Basis for exemption (check one):

- ☐ Applicant is an individual who owns the property
- ☐ Contractor/Applicant is 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: **X** \_\_\_\_\_ 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,  
OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION  
(OSHA) STANDARDS AND UNDERSTAND THAT I MUST  
COMPLY WITH THESE STANDARDS FOR THE DURATION OF  
MY CONSTRUCTION PROJECT.**

**X**

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OWNER

\_\_\_\_\_  
DATE