



## **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 Official if work is minor in nature. Information required on building plans is outlined on the "Construction Drawings Requirements" included in this package.
3. 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 application with items to the zoning office.

NOTE: This list is not all inclusive and Allegheeny Township reserves the right to add, delete and change this requirement list at any time. Additional information may be required by Allegheeny Township in order to approve and issue a permit

## 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 and 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 apply.
- **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 size, 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 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.

LOCATION \_\_\_\_\_

## **ALLEGHENY TOWNSHIP BUILDING PERMIT APPROVAL AND ISSUANCE**

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 years of date of issuance.

### **REQUIRED INSPECTIONS PROVIDED BY ALLEGHENY TOWNSHIP**

These inspections may be scheduled by calling Dave McGuigan of the Building Inspection Department, at **412-821-0337 Ext 24**. Kindly give 2 working days advance notice.

Indicates if required

- \_\_\_\_\_ Footing – prior to pouring but after reinforcement rods are in place
- \_\_\_\_\_ Foundation/Masonry – before backfilling – walls must be parged and waterproofed with required anchor bolts in place
- \_\_\_\_\_ Electrical – prior to covering structural members **PERMIT REQUIRED CONTACT FRED DZUGAN @ 412-821-0337 Ext. 36**
- \_\_\_\_\_ Plumbing – Ground and rough plumbing prior to covering (water or air test)
- \_\_\_\_\_ HVAC – prior to covering structural members
- \_\_\_\_\_ 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 wall coverings
- \_\_\_\_\_ Final Inspection – prior to occupancy. Electrical and plumbing final inspection stickers must be on site at this time.

### **NOTICE**

ALL PERMITS require a final inspection. Requests for a final inspection must be at least 2 working days notice.

NOTE: Work shall not proceed until the inspector has approved the various stages of construction. Failure to obtain required inspections is a violation of the Pennsylvania Uniform Construction Code.

Signature of Applicant: \_\_\_\_\_

# CONSTRUCTION PERMIT APPLICATION

ALLEGHENY TOWNSHIP  
136 Community Building Road  
Leechburg, PA 15656

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: \_\_\_\_\_ ESTIMATED COST OF CONSTRUCTION: \_\_\_\_\_

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 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 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

BY: \_\_\_\_\_ BUILDING PERMIT FEE    \$ \_\_\_\_\_

DATE: \_\_\_\_\_ PLAN REVIEW FEE    \$ \_\_\_\_\_

PERMIT NO. \_\_\_\_\_ MUNICIPAL FEE    \$ \_\_\_\_\_

TRAINING FEE    \$ \_\_\_\_\_

TOTAL PERMIT FEE    \$ \_\_\_\_\_

**PLUMBING PERMIT**

CONTRACTOR SAME AS BUILDER

CONTRACTOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 PHONE: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

PLUMBING SYSTEM  New  Additional  Alterations  
 TYPE  Public Sewer  Private Septic  
 TYPE  Public Water  Private Well

DESCRIPTION OF WORK: \_\_\_\_\_  
 \_\_\_\_\_

ESTIMATED COST OF PLUMBING WORK

NO	EQUIPMENT	NO	EQUIPMENT	NO	EQUIPMENT
_____	Water Closer	_____	Urinal/Bidet	_____	Bath Tub
_____	Lavatory	_____	Shower	_____	Floor Drain
_____	Sink	_____	Dishwasher	_____	Drinking Fountain
_____	Washing Machine	_____	Hose Bibb	_____	Water Heater
_____	Fuel Oil Piping	_____	Gas Piping	_____	Hot Water Boiler
_____	Steam Boiler	_____	Sewer Pump	_____	Interceptor/ Separator
_____	Backflow Preventer	_____	Greasetrap	_____	Sewer Connection
_____	Water Service Connection	_____	Stacks	_____	Other: _____
_____	Other: _____	_____	Other: _____	_____	Other: _____
_____	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 \*\*\*\*\*

PLUMBING PERMIT APPLICATION  APPROVED  DENIED

BY \_\_\_\_\_ DATE \_\_\_\_\_

PERMIT NO \_\_\_\_\_

PLUMBING PERMIT FEE \$ \_\_\_\_\_  
 PLAN FEE \$ \_\_\_\_\_  
 MUNICIPAL FEE \$ \_\_\_\_\_  
 TRAINING FEE \$ \_\_\_\_\_  
 TOTAL PERMIT FEE \$ \_\_\_\_\_

**MECHANICAL PERMIT**

CONTRACTOR SAME AS BUILDER

CONTRACTOR: \_\_\_\_\_

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

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

PHONE: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

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

DESCRIPTION OF WORK: \_\_\_\_\_  
 \_\_\_\_\_

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: _____				

Plan Required

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

BY \_\_\_\_\_ DATE \_\_\_\_\_

PERMIT NO \_\_\_\_\_

MECHANICAL PERMIT FEE \$ \_\_\_\_\_  
 MUNICIPAL FEE \$ \_\_\_\_\_  
 TRAINING FEE \$ \_\_\_\_\_  
 TOTAL PERMIT FEE \$ \_\_\_\_\_

# ENERGY CODE COMPLIANCE 1 & 2 FAMILY DWELLING ONLY

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](http://www.energycodes.gov)

NOTE: - Section N1101.9 of the 2009 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-20 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		

- a. 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.
- b. Floor insulation is to fill framing cavity R-19 minimum.
- c. 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

COMPLETE ALL SECTIONS FOR SELECTED PERMIT

**ELECTRICAL PERMIT**

CONTRACTOR SAME AS BUILDER

CONTRACTOR: \_\_\_\_\_

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

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

PHONE: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

TYPE OF ELECTRICAL WORK

New

Addition

Repair/Alterations

UTILITY COMPANY: \_\_\_\_\_

WORK ORDER NUMBER: \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

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	<input type="checkbox"/> Above Ground <input type="checkbox"/> 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 \*\*\*\*\*

MECHANICAL PERMIT APPLICATION  APPROVED  DENIED

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT NO \_\_\_\_\_

ELECTRICAL PERMIT FEE \$ \_\_\_\_\_

MUNICIPAL FEE \$ \_\_\_\_\_

TRAINING FEE \$ \_\_\_\_\_

TOTAL PERMIT FEE \$ \_\_\_\_\_



# 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

# 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, AS WELL AS COMPLIANCE WITH THE REQUIREMENTS OF THE MUNICIPAL SEWER AND WATER AUTHORITY WHETHER SPECIFIED OR NOT.

===== **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: ( \_\_\_\_\_ ) \_\_\_\_\_

## **ELECTRICAL PERMIT**

An electrical permit is required in addition to the building permit or the zoning compliance permit. The electrical permit fee will be determined by the electrical inspector from Code.sys Code Consulting, Inc. payable to Allegheny Township.

Phone 412-821-0337 Ext 36 for Fred Dzugan

# **MUNICIPAL AUTHORITY OF ALLEGHENY TOWNSHIP**

## **Sanitary Sewage Hookup Inspection for New Construction**

The purpose for this type of inspection of sanitary sewage line hookups is to stop storm water run off from entering the sanitary sewage system. (This causes damage to the system and higher treatment cost to the customer.) The cost of these inspections will be payable by the property owner to the MAAT along with the sewer tap.

### New Construction

1. Inspections of outside and inside foundation French drains from the point of origin to final destination onsite before any type of back filling can be done.
2. Inspection of basement sanitary sewage and floor drains to a point outside the foundation prior to sanitary hookup, before any type of back filling or pouring of concrete can be done.
3. Inspections at the time of the hookup to the sanitary sewage include dye or smoke testing of the inside floor and sanitary drains, before any type of back filling can be done. Down spout or rain gutter outlet testing must show that down spout water comes out at least 10 foot from the foundation.

A final smoke and dye test may be asked for before a new housing plan sewage line can be accepted into the current system. Any misuse of the sanitation system can result in fines to the property owner.