#### **CUSTOMER ASSISTANCE GUIDE BUILDING PERMIT APPLICATION SUBMITTAL REQUIREMENTS**

### **SINGLE FAMILY DWELLING** (OTHER THAN MANUFACTURED OR INDUSTRIALIZED HOUSING)

The following is a check list. You must have a "checkmark" in all the sections listed below prior to

Please read all of the following information.

	submitting your application.
	"Affidavit of Exemption" (See attached form) If you are hiring a contractor to construct your dwelling, and they have workers' compensation, have the contractor or their insurance carrier provide us with a "Certificate of Insurance" showing proof of such. If the homeowner or a contractor without workers' compensation is constructing the dwelling, the attached form must be completed and notarized.
	Sewer permit if applicable Septic permit if applicable.
	A site plan showing the outside dimensions of the proposed dwelling, including distances in feet to the front, sides and rear property lines.
AADJA	Two (2) sets of complete construction documents that show in detail code compliance for all of the work proposed to include but not limited to the following information:  Home buyer must be given the option to have an automatic fire sprinkler system installed.  If buyer chooses not to install sprinklers a detail of the basement floor ceiling assembly must be submitted. (first floor joist size, species and grade of wood)  Floor plan showing sizes of all rooms.  Footing detail including depth below frost line, thickness, width, and rebar.  Type of foundation, showing type of masonry, waterproofing and anchorage of home to foundation.  Roof rafter size – species and grade of wood.  Rafter spacing (16" on center, 24" on center, etc).  Thickness and type of roof sheathing.  Ceiling joist size and spacing.  Wall sections showing top and bottom plates and headers.  Location and size of all beams.  Sizes of all doors.  Window type – including sizes and the net clear opening dimensions of all sleeping room windows (emergency egress).  Smoke alarms and carbon monoxide alarms - number and placement.  Insulation – U - Values for windows, R – Values for exterior walls, attic and foundation.  Heating Plans with Calculations  Plumbing Plans with Calculations  Plumbing Plans with Riser Diagram  Electrical Plans  Stairs – handrail (height from nose of thread min 34" max 38")  Guardrail (34" minimum measured vertically from nose of thread)  Width of stairs (36" minimum)  Location and size of basement emergency escape opening.  Wall bracing detail (material, length and fastening).  Completed building permit application.

MDIA will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be stamped "approved". A building permit will be issued and the applicant will be notified of the inspection fees and when they can pickup the permit at the Municipal Building. All fees shall be paid prior to the issuance of the permit. Then use the inspection procedures provided to have all the required inspections performed.

### INSPECTION PROCEDURES SINGLE FAMILY DWELLING

- Building permit must be posted on the site of the work and clearly visible from the road until
  completion of the project.
- Your approved plans must be available at time of the inspection. These are the plans that were submitted with your application and were marked "Approved" by the building inspection agency.
- DO NOT schedule an inspection if the work is not ready!!!!
- When scheduling an inspection, you must supply your permit number to the inspector.

### PLEASE GIVE THREE (3) WORKING DAYS ADVANCE NOTICE FOOTING INSPECTION WILL BE GIVEN PRIORITY MIDDLE DEPARTMENT INSPECTION AGENCY, INC.

1. Footing inspection – To be done after forming and prior to placing of concrete.

Inspector: Patrick Duffy Phone: 1-800-922-6342

2. Foundation inspection – French drain and water-proofing prior to backfilling.

Inspector: Patrick Duffy Phone: 1-800-922-6342

- 3. Plumbing under slab (rough-in) done prior to placing concrete floor. Inspector: Patrick Duffy Phone: 1-800-922-6342
- 4. Electrical Rough-in to be done prior to insulating.

Inspector: Keith Reiser Phone: 1-800-608-6342

5. Framing inspection – Done prior to insulating, but after heating, plumbing and wiring are roughed in, and prior to any exterior finishes being applied.

Inspector: Patrick Duffy Phone: 1-800-922-6342

6. Energy conservation.

Inspector: Patrick Duffy Phone: 1-800-922-6342

7. Wallboard. Only needed if there is an integral or attached garage. Inspector: Patrick Duffy Phone: 1-800-922-6342

8. Final Electrical – When job is completely finished.

Inspector: Keith Reiser Phone: 1-800-608-6342

9. Final inspection – When job is completely finished, prior to occupancy permit and after plumbing, mechanical and electrical.

Inspector: Patrick Duffy Phone: 1-800-922-6342

BEFORE DIGGING CALL 811 - SEE ATTACHED BROCHURE

## Safe digging is no accident!

below. Know what's

Dial 8-1-1 beiore you dig





### **TEMPORARY MARKING GUIDELINES** SUHAM Proposed Excavation

PINK

RED

Temporary Survey Markings

Gas, Cil, Steam, Petroloom or Gaseous Materials, Hazardous Materials Electric Power Lines, Cables Conduit and Lighting Cables

Communication, Alarm or Signal Lines, Cables or Conduit and Taffic Loops

ORANGE MOTIET

PURPLE BLUE Potable Water

Rectained Water, Inigation and Stury Lines

Sowers and Drain Lines

GREEN

The following information is needed when you call PA One Call System.

YOUR TELEPHONE NUMBER
YOUR MAILING ADDRESS

WORK WILL TAKE PLACE
THE ADDRESS WHERE THE WORK WILL TAKE PLACE tale place MUNICIPALITY - City, Township or Borough where the COUNTY - The came of the county where the work will

WORK SITE

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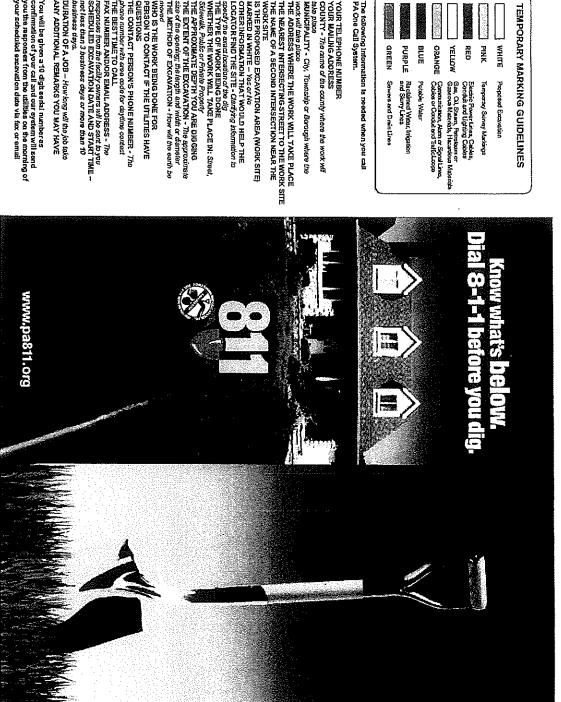
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THE CONTACT PERSON'S PHONE NUMBER - The

phana numbor with area code for dayline contact THE BEST TIME TO CALL FAX NUMBER AND/OR EMAIL ADDRESS - The FAX NUMBER AND/OR EMAIL ADDRESS - The responses from the feelby contens will be sort to you SCHEDULED EXCAVATION DATE AND START TIME - not less than 3 business days or more than 10 business days.

DURATION OF A JOB - How long will the job take any additional remarks you may have

You will be given a 10 digit serial number as confilmation of your call and our system will send you the susponsest from the utilities on the morning of your scheduled excavation date via fax or small



# What do we do?

We are the "Call before you dig!" company for all of Pennsylvania. If you plan to disturb the earth with powered equipment, you are required by Pennsylvania law to notify the underground utility companies of your intent to do so. Notification occurs by calling 8-1-1 or 1-800-242-1776, 24 hours of the day, every day of the year. Notification can also be done on our website at www.paonecall.org.

We will then notify the utility companies nearby of your intent to dig. The utility companies are esponsible to mark where their underground lines are located with colored flags, paint or challe.

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## Why should you call?

Safe digging is no accident! If you are installing a fence or deck, or digging for a mailbox post, patio or other excavation project, it is important to Know What's Below. Dial 8-1-1 or 1-800-242-1776 before you dig. The utility companies do not want an accident, either. The best way to learn where underground utility lines are located is to call before you dig.

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Homeowner Quick Tips

- One easy phone call to 8-1-1 three to ten business days before digging begins helps keep your neighborhood safe.
- Call on Monday or Tuesday it you plan to dig on Saturday or Sunday.
- The utility companies will mark where their underground lines are located with colored paint, flags or chalk.
- Do not remove the flags if you see them in your yard.
- Our service is no cost to homeowners.
- Distriction of the sourcement of itself to the source of t

# The Excavator's Responsibility

- Dial 8-1-1 or 1-800-242-1776.
- Do not allow anyone to excavate on your property without calling.
- Always look for the markings on the ground before your dig date,
- If you do not see markings, do not allow anyone to dig. Wait for the lines to be marked by the utility.
- Whoever places the call will receive an email or fax with a list of facility owners who have marked or have not marked.
   Pay attention to this message.
- Respect the markings by not removing flags or disturbing the actual markings.
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### **Permit Application**

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Number \_\_\_\_\_

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ullet	_			
			\$	
	Total Cost of Project (a+b+c+d+e)		\$	

Description of Building Use *(.	Select One)						
<u>Residential</u>			No	n-Resider	ntial		
[]One-Family Dwelling	(R-3)						
Two-Family Dwelling	(R-2)		-	ific Use:			
Multi-Family	(R-2)			Group: ge in Use:	Yes	No	**************************************
[]Hotels	(R-1)			_	<del>_</del>		
				S, Indicate			
			Maxi	inum Occup	pancy Load:	, <u>,,</u>	···
			IXBIVI	inum Live I	Load:		·····
Building/Site Characteristics							
Number of Residential Dw	/elling Units:	<del></del>	_Existing		Proposed		
36 7 7 1 1 7 11					_		
Mechanical: Indicate Type	of Heating/Ven	tilating/Air Co	onditioning (i.e.	., electric, g	as, oil, etc.)		
Water Service: (Select)							
Sewer Service: (Select)	res []No S	Septic Permit#			·		
Does or will your building contain ar	ny of the follow	wing:					
Fireplace(s): Number	Type of Fue	1	ВТ	'U's	Type Vent		
Elevator/Escalators/Lifts/N			Yes				
Sprinkler System:	[]Yes	∏No		12.13			
Pressure Vessels:	[Yes	[No					
Refrigeration Systems:	☐Yes	No					
BUILDING DIMENSIONS							
Existing Building Area:			sq.ft. <sub>Num</sub>	han af Ciania			
		·	- Marin	DEL OI STOLLE	:S:	<del></del>	<del></del>
Proposed Building Area:			_ sq.ft. Heigl	ht of Structu	re Above Grade:		ft.
Total Building Area:	•		saft Area	~£1t	21		0
		- Vilin	Aica	or raigest r	1001:	· · · · · · · · · · · · · · · · · · ·	sq.ft.
FLOODPLAIN							
Is the site located within an	identified floor	d prone area?	(Select One)	□Yes	ETNI:		
Will any portion of the flood				Yes	[]No		
					, ,	[N/A	
Owner/Agent shall verify the insurance Program and the	at any propose	d construction	n activity comp	olies with th	ie requirements o	f the National Floo	od
insurance Program and the	r cinisyivailla F	iood riain Ma	nagement Act	(ACT 166-19	a78), specifically S	ection 60,3 (d).	
HISTORIC DISTRICT							
Is the site located within a H	listoric District?	•	T:Yo	es	No		

If any construction is within a Historic District, a certificate of appropriateness may be required by the Municipality.

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and <u>PA Act 45 (Uniform Construction Code)</u> and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner or lessee of the building or structure, or agent of either, or by the registered design professional employed in connection with the proposed work.

I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Owner or Authorized Agent	Print Name of Owner or Authorized Agent		
Address		Date	
Directions to Site:			

<sup>\*</sup> Indicates required field.

APPLICATION FOR ZONING/CONSTRUCTION PERMIT NORTH SEWICKLEY TOWNSHIP BEAVER COUNTY, PENNSYLVANIA PAGE 3 of 3

### READ, UNDERSTAND AND COMPLY WITH THE FOLLOWING NOTICES

NOTICE: In addition to a zoning/construction permit, if the subject property does or will require access to a public road or street, and/or will require improvement/change of existing driveway access to a public road or street. If such public road or street is under the jurisdiction of the Commonwealth of Pennsylvania, you must obtain a Highway Occupancy Permit pursuant to Act no. 428 of 1945, as amended, known as the "State Highway Law", Application for such Highway Occupancy Permit as to a Commonwealth road or street must be made to, with and processed by the Pennsylvania Department of Transportation. If such road or street is under the jurisdiction of North Sewickley Township, you must apply for and obtain a Driveway Permit from the Township.

NOTICE: In addition to a zoning/construction permit, you may need to make other applications and obtain other permits for the development you propose, including but not limited to, depending on location of your premises, for an on-lot sewage permit and/or connection to a public sewer connection permit, water connection permit, and/or Land Development approval, prior to being able to commence construction. Further, following construction and prior to placing into use the proposed structure/building, you will need to procure an Occupancy Permit.

NOTICE: Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of worker's compensation to North Sewickley Township. Contractor also prohibited by law as to building or remodeling under subject Permit from engaging the services of a subcontractor unless subcontractor maintains workers' compensation insurance coverage as to subcontractor's employees. Failure of Contractor and Applicant for this Permit to maintain worker's compensation insurance according to law of Commonwealth of Pennsylvania, and as to said insurance, naming North Sewickley Township as a named insured, coverage requires stoppage of all construction/work under Zoning/Construction Permit issued and a Zoning/Construction Permit may be revoked.

NOTICE: Property owner is responsible for determining if property is subject to private covenants or private plan restrictions and compliance with the restrictions. Private covenants may be more restrictive than zoning/township regulations. Issuance of a building or zoning/construction permit does not constitute compliance with private covenants or restrictions. Permits issued in violation of any private covenants or restrictions are the sole responsibility of the property owner or their authorized representatives.

### STATEMENTS AND VERIFICATION BY APPLICANT

I do hereby agree to observe and adhere to any and all provisions of the North Sewickley Township Zoning/UCC Code, and do further agree and understand that my failure to do so shall constitute a violation as to any Permit issued per this Application, which violation shall cause any Permit to become Null and Void, and revocable by North Sewickley Township via its Zoning Officer or other designated agent.

I/We hereby certify that as applicants, owners, contractors, agents or others that I/we completed and read the foregoing Application and that the information and statements in this application and other representations contained in all accompanying plans are made a part of this application and are true and correct to the best of my/our knowledge and belief. This statement and verification are made subject to the penalties of 18 PA.C.S.A. Section 4904 relating to unsworn falsifications to authorities, which provides that if I/We knowingly make false statements of averments, I/We may be subject to criminal penalties. I/We hereby authorize representatives of the township to make required inspections upon the property to verify that the construction requested under this application complies with the North Sewickley Township Zoning Ordinance and other applicable codes.

### THIS FORM REQUIRES A NOTARY SEAL

### **AFFIDAVIT OF EXEMPTION**

		s not required to provide workers compensation insurance under rkers' Compensation Law for one of the following reasons, as
**************************************	any work pursuant to b	ning own work. If property owner does hire contractor to perform uilding permit, contractor must provide proof of workers' to the municipality. Homeowner assumes liability for with this requirement.
		loyees. Contractor prohibited by law from employing any ork pursuant to this building permit unless contractor provides e municipality.
<b>V</b>		nder the Workers' Compensation Law. All employees of from workers' compensation insurance (attach copies of religious employees).
Signature o	f Applicant	_
County of _		_
Municipality	of	_
		Subscribed, sworn to and acknowledged before me by the above this Day of
SEAL		
		Notary Public

### APPLICATION FOR ZONING OCCUPANCY PERMIT

### NORTH SEWICKLEY TOWNSHIP 893 MERCER ROAD BEAVER FALLS, PA 15010

		Certificate No	
		Telephone No	
OWNER:			
ADDRESS:			
LOT NO	IN THE		PLAN OF LOTS
TAX PARCEL NO			
PROPOSED USE:			
BUSINESS NAME:			
APPROXIMATE DATE OF	COMPLETION:		
DO YOU NOW OR WILL Y OF ANY HAZARDOUS MA ENVIRONMENTAL PROTE	TERIALS OR WAS	STE AS DEFINED BY TH	•
YES		NO	
IF YES, PLEASE INDICATE	MATERIAL(S) AN	ID QUANTITY ON REV	ERSE.
I HEREBY ACKNOWLEDG AND THAT ALL APPLICAE ORDINANCES HAVE BEEN	BLE PROVISIONS (	OF THE NORTH SEWIC	
DATE FILED		Pro-100-4-10-10-10-10-10-10-10-10-10-10-10-10-10-	Political Political Control of the C
		SIGNATURE OF O	WNER/AGENT
DATE ISSUED	AD 8-44-45-46	NAME OF THE PROPERTY OF THE PR	
		ZONING AND CO	DES OFFICER

### **BUILDING PERMIT RELEASE FORM**

North Sewickley Township Municipal Authority 893 Mercer Road Beaver Falls, PA 15010

Property Owner:	
Address:	
Parcel Number:	
Property Owner Signature	Date  Date
BELOW IS TO BE CONFEETED BY THE NOR	RTH SEWICKLEY TOWNSHIP MUNICPAL AUTHORITY
	boundary of the North Sewickley Township public sewage ne property owner may acquire a building permit from
sewage area; therefore, it is not required to pay the permit from North Sewickley Township. If this provacant or unused for 12 months, please contact To Enforcement Officer, at 724-601-8539, to verify the construction is proposed and the existing system is	the boundary of the North Sewickley Township public he public sewage tap-in fee and may acquire a building perty has an existing on-lot septic system that has been ony DiPippa, North Sewickley Township Sewage nat the system is in working order. Additionally, if new is planned to be used, the system must be verified by the Officer to be sure it meets the sewage treatment needs of
intending to use water or public sewers; however	boundaries of the public sewage area, and the owner is no , if illegal use of water and sewers is found, the owner will d usage as described in the North Sewickley Township n 1-15.
· · ·	led for the tap fee, municipal lien number a building permit from North Sewickley Township.
The above-listed property is vacant but sewage service area. Proper permitting and fees v	within the boundaries of North Sewickley Township public would be required upon new construction.
North Sewickley Township Municipal Authority	Signature Date



### CERTIFICATE OF LIABILITY INSURANCE

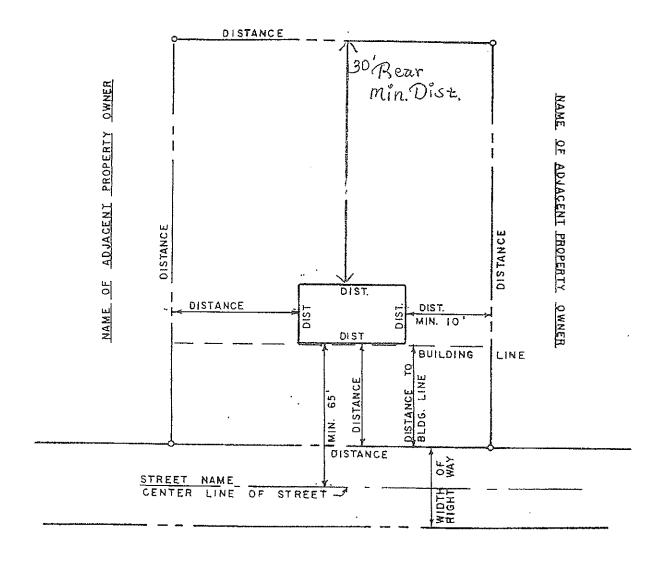
DATE (MM/DD/YYYY) 4/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.

this cer	ROGATION IS WAIVED, subject tificate does not confer rights t	to the	re ter certi	ms and conditions of th ficate holder in lieu of su	uch end	orsement(s)	l.	equire an endorsement	. A statement on
PRODUCER					CONTACT Dawn Singleton				
Baily Insurance Agency, Inc. PO BOX 1070				PHONE (A/C, No, Ext): 724-627-6121 FAX (A/C, No): 724-627-7005					
Waynesburg PA 15370					E-MAIL ADDRES	s: reception	st@bailyager	ncy.com	
- '	<del>-</del>							DING COVERAGE	NAIC#
				License#: 65153	INSURE		Insurance C		55423
(Ballie Day				NORTSEW-01	INSURE		Insurance C		55433
		*. M. Q			Section 1944	40/00/00/20/20/20	30-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1		
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Bitte bitte	STANDED CONSTRUCT								
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INDICAT	'ED. NOTWITHSTANDING ANY RI	EQUIF	REME	VT, TERM OR CONDITION	OF ANY	CONTRACT	OR OTHER D	OCUMENT WITH RESPE	CT TO WHICH THIS
CERTIFI	CATE MAY BE ISSUED OR MAY	PERT	AIN.	THE INSURANCE AFFORD	ED BY 7	THE POLICIE	S DESCRIBED	HEREIN IS SUBJECT TO	O ALL THE TERMS,
	IONS AND CONDITIONS OF SUCH		SUBR	LIMITS SHOWN MAY HAVE	BEENR				
NSR LTR	TYPE OF INSURANCE	INSD	WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	Live -
AXC	COMMERCIAL GENERAL LIABILITY			680-J56892		7/1/2021	7/1/2022	EACH OCCURRENCE	\$1,000,000
	CLAIMS-MADE X OCCUR							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
								MED EXP (Any one person)	\$5,000
								PERSONAL & ADV INJURY	s 1,000,000
GEN'L	AGGREGATE LIMIT APPLIES PER:	_						GENERAL AGGREGATE	\$ 2,000,000
XP	POLICY PRO- JECT LOC	S	ΔΝ	MPLE CEI	RT	IFIC	ATE	PRODUCTS - COMPIOP AGG	\$ 2,000,000
c	OTHER:			VII LL VL					S
AUTO	MOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	s
☐ A	AUTO OTUA YAL							BODILY INJURY (Per person)	s
	OWNED SCHEDULED AUTOS							BODILY INJURY (Per accident)	s
	HIRED NON-OWNED AUTOS ONLY							PROPERTY DAMAGE	s
	AUTOS UNLT							(Per accident)	s
	JMBRELLA LIAB OCCUR	1	<del> </del>	! 				EAGU GGOURDENGE	
	00000	_					+	EACH OCCURRENCE	5
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DESCRIPTION	ON OF OPERATIONS / LOCATIONS / VEHIC	CLES (	ACOR	0 101, Additional Remarks Sched	นไe, may b	e attached if mo	re space is requi	red)	
78000000000000000000000000000000000000	ing Permit								
Contact	dis Eucenise Monther II.								
CERTIE	CATE HOLDER				CANI	CELLATION			***************************************
OFV HUI	OATE HOLDEN				CAN	CELLATION	<u> </u>	<del></del>	•
					SHO	OULD ANY OF	THE ABOVE	DESCRIBED POLICIES RE	CANCELLED REFOR
						SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEF THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED			
	udus Sentile valuasia							CY PROVISIONS.	
						ORIZED REPRES			
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	l				1 charge	any sayer			

NAME OF ADJACENI PROPERTY OWNER



WATER SUPPLY

WELL CITY

SEWAGE DISPOSAL
SEPTIC PUBLIC

NAME OF APPLICANT...

TYPICAL SKETCH for BUILDING PERMIT