

**UCC Permit Application**

Advanced Code Group

1-877-223-4462

**INCOMPLETE, IMPROPERLY FILLED OUT APPLICATIONS WILL NOT BE PROCESSED**

**DATE:** \_\_\_\_\_ **TYPE OF PERMIT:**   Residential①   Commercial②

① *1 or 2 family dwelling or townhouse and their associated accessory structures only.*

② *Anything other than a 1 or 2 family dwelling or townhouse.*

**CONSTRUCTION ADDRESS:** \_\_\_\_\_

**FLOOD MAP ZONE DESIGNATION:** \_\_\_\_\_ (Design flood elevation required in special flood hazard area)

**PROPERTY OWNER'S INFORMATION:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**CONTRACTOR'S INFORMATION:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**DESIGN PROFESSIONAL'S INFORMATION:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**PRESENT USE OF PROPERTY:**

- Single Family Residence   Two Family Residence   Three or more Family Residence
- Commercial   Industrial   Institutional   Other

- 1) A copy of the signed contract with the owner must be attached.
- 2) Three (3) sets of plans, drawings and/or specifications are required.

**Describe work to be performed:**

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**Job Cost**

Total Cost of Proposed Work / Contract Amount\*: \$ \_\_\_\_\_

\* Labor will be estimated for material only jobs by the BCO. The most recent edition of the Building Valuation Data as published by the International Code Council will be used to verify actual construction costs for new construction.

**General Permit Information**

- **No work shall be started prior to the issuance of the building permit. Fines per PA-UCC.**
- Work in special flood hazard areas will require additional information.
- Completion & submission of this application does not guarantee or constitute permit issuance.
- Zoning approval is usually required prior to submitting an application for a building permit. Any questions regarding zoning should be directed to the zoning office of the municipality.
- A copy of municipal approval for sewage is required with each application (when applicable).
- A copy of the signed contract/agreement with the property owner is required for all applications.
- **NEW CONSTRUCTION &/OR ADDITIONS, DECKS, STRUCTURAL ALTERATIONS:**
  - Three (3) copies of plans/drawings are required to be submitted with this application.
  - Submit one (3) copies of construction specifications.
  - Submit one (1) copy of the zoning approval.
  - Residential: Allow 15 days for plan review of submitted material
  - Commercial: Allow 30 days for plan review of submitted material.

**Certification / Authorized Agent / Required Inspections / Re-inspection Fees**

I hereby certify that I am the property owner, equitable owner or authorized agent of the owner for the property and project listed in this application. I further certify that all work performed and all attached plans and specifications must be in compliance with Act 45 of 1999, known as the Pennsylvania Uniform Construction Code (PA-UCC). I understand that inspections are required under the PA-UCC and that I am responsible for ensuring that all inspections are requested and performed. I further agree that the Building Code Official and all assigned code inspectors shall have the authority to enter the property and building described in this permit at reasonable hours to inspect the premises and enforce the provisions of the PA-UCC and this permit. I also understand that permit fees are non-refundable and failed inspections may result in additional fees for re-inspections performed. The information that I have supplied is correct to the best of my knowledge. I have read and understand the general permit information and agree to comply with all aspects of the PA-UCC and floodplain ordinances in effect.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***\*Do Not Write Below. Areas below to be filled out by Building Code Official only\****

<i>Internal Use Only</i>	
Building	\$
Plumbing	\$
Mechanical	\$
Electrical	\$
Accessibility	
Plan Review	\$
<b>Sub-Total</b>	\$
Admin Fee (where applicable)	\$
PA-UCC Fee	\$4.00
<b>Total Fee:</b>	<b>\$</b>

Type of Payment:     Cash    Check#: \_\_\_\_\_    Amount Received: \$ \_\_\_\_\_

Date Received: _____	Permit# Issued: _____	Date Issued: _____
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