

# INSPECTION / PLAN REVIEW APPLICATION

Wilkes-Barre City – Luzerne County

**Advanced Code Group:** P.O. Box 939, Pittston, PA 18640, phone 1-877-223-4462

1620 N. Main Avenue-Suite 2, Scranton, PA 18508, phone 570-347-5115, fax 866-558-4669

**DATE:** \_\_\_\_\_

**WILKES-BARRE PERMIT #:** \_\_\_\_\_

**TYPE:**  Building  Plumbing  Electrical  Mechanical  Accessibility  Plan Review

**PRESENT USE OF PROPERTY:**

Commercial  Industrial  Institutional  Residential  Other

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

**PROPERTY OWNER'S INFORMATION:**

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

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

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

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

**CONTRACTOR'S INFORMATION:**

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

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

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

Phone Number(s): \_\_\_\_\_ Registration #: \_\_\_\_\_

**DESIGN PROFESSIONAL'S INFORMATION: (when applicable)**

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

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

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

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

**Internal Use Only**

**Date Received:** \_\_\_\_\_ **Plan Review Start Date:** \_\_\_\_\_ **Completion:** \_\_\_\_\_

**Final Inspection:** \_\_\_\_\_ **Date of Cut-In Card:** \_\_\_\_\_

**SCOPE OF WORK:** 1) Please submit spec books when applicable.  
 2) Three (3) sets of plans, drawings and/or specs required when applicable.

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PPL Job #: \_\_\_\_\_

**Fees**

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

\* Labor will be estimated for material only jobs performed by the owner or the Building Valuation Data

*Area below to be filled out by Advanced Code Group.*

Inspection Fee(s)	\$
Building Plan Review Fee	\$
Electrical Plan Review Fee	\$
Plumbing Plan Review Fee	\$
Mechanical Plan Review Fee	\$
Mechanical Plan Review Fee	\$
Accessibility Plan Review Fee	\$
<b>Total Fee</b>	<b>\$</b>

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

**Make Checks Payable To: Advanced Code Group  
 P.O. Box 939  
 Pittston, PA 18640**

**General Information**

- **Inspections will not be performed without proof of a legal permit from Wilkes-Barre City**
- Work cannot start for commercial projects until plan review is complete
- Return check fee of \$25 plus bank fees for insufficient funds/bounced checks
- Call 1-3 business days in advance to schedule inspections. **570-347-5115 or 877-223-4462**
- Allow 10 days for plan review residential, 30 days for commercial

The information that I have supplied is correct to the best of my knowledge. I have read and understand the general information above and agree to comply.

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