



Borough of Wilkinsburg Code Enforcement

Municipal Building

605 Ross Avenue

Wilkinsburg, PA 15221

Phone: (412) 244-2923 • Fax: (412) 244-2922

RESIDENTIAL BUILDING PERMIT APPLICATION

In accordance with Chapter 121 of Borough Code of Ordinances

APPLICATION DATE: _____ PERMIT # _____

Contractor Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____

PA Contractor Registration Number _____

Contact Person Phone _____ E-mail _____

Site Location Address _____

(If Owner differs from Applicant)

Property Owner's Name _____ Primary Phone # _____

Property Owner Address _____ E-mail _____

If Applicant differs from Property Owner, Please provide Property Owner authorization:

PA ONE CALL SERIAL # _____ Lot & Block _____

Application Type: Alteration or renovation New Building Addition

Plan revision or partial occupancy request Phased Approval

Structural repair

Use/Occupancy Single family Duplex Townhouse

Classification: Accessory Structure (over 1000 sq. ft.) Fence (6' and greater)

Retaining Wall (4' and greater) Pool and/or Deck Change in use

CONSTRUCTION COSTS \$ _____

Type of work to be done (check all that apply)

General Construction Energy Conservation Retaining Wall (4' and greater) Mechanical

Accessibility Alterations Electrical Fence (6' and greater) Plumbing (by ACHD)

Accessory Structure (over 1000 sq. ft. for single family dwellings only and any size for two-family and townhouses)

Documentation Required

- 3 complete sets of signed and stamped construction drawings.
- Site plan showing the proposed work (including electrical, plumbing or mech.)
- Stamped architectural or engineered drawings for new construction, additions, alterations and renovations, repairs, or changes in occupancy use, egress, and structural elements.
- Architectural drawings must show all dimensions, size and type of materials, and details of materials used, and special clearances required. **Owner's drawings** may be accepted if they contain all the info herein.
- Insurance certificates of contractors, if chosen, must be filed with this application
- Pre-fabricated truss shop drawings (stamped and certified).
- Signed and dated Contract of design professional and/or contractor. If a design or construction contract for the proposed work was signed prior to October 1, 2018, the 2009 International Codes and Chapter 11 and Appendix E of the 2015 International Building Code and the accessibility provisions of the 2015 International Existing Building Code are applicable and shall be complied with. The codes applicable to work for which a construction permit is sought on or after October 1, 2018, are the 2015 International Codes issued by the International Code Council (ICC), and the provisions amended by the UCC Review & Advisory Council (RAC).

Construction Details

- Total square feet of new construction, addition, alteration, or renovation _____
- Energy Conservation
 - Building Thermal Envelope Lighting Mechanical Systems Hot Water systems
 - Square ft. of conditioned space _____ Unconditioned space _____
- Electrical (separate permit required)
 - Size of service _____ number of receptacles _____ number of light fixtures _____
- Plumbing (permitting by ACHD)
- Mechanical (separate permit required)
 - Furnace _____ boiler _____ air conditioning _____ exhaust _____
 - ventilation _____ gas piping _____

Description of work

Please note that Mechanical, Electrical, Fire Suppression and Alarm systems are on a separate Permit Application

Deferred Submission If you are not submitting plans and other documentation for any of the items listed below with this application, check the appropriate box below and indicate this on the first page of each building plan set

- Electrical Truss shop drawings Mechanical Equipment cut sheets

Special requirements and documentation

- Does construction involve Modular Units built in a factory? Y N
If yes, submit a copy of the label from the unit's manufacturer which certifies that the unit conforms to Federal construction and safety standard adopted under the Housing and Community Development Act of 1974 (42 U.S. C. A. §§ 5401-5426)
- Is this construction regulated by the Health Care Facilities Act? Y N
If yes, submit 1 copy of the approval letter from the Pennsylvania Department of Health
- Is this construction exempt from the energy code requirements? Y N
If yes, submit 1 copy of a letter indicating that the building or structure will use neither electricity nor fossil fuels, and thus is exempt per ASRAE 90.1 ? 2.3 (B).
If no, submit 1 copy of the REScheck_EZ Certificate of the UCC ENERGY CODE PRESCRIPTIVE COMPLIANCE REPORT.
- Will an alternate construction method or material be used on the project? Y N
If yes, submit a signed statement indicating that the proposed method or material meets the requirements of 34 PA CODE section 403.44.

Fees

- | | | |
|---|--|----------|
| 1 | New construction including new structures and/or additions to existing structures | \$300.00 |
| | Site Plan Approval (\$300 plus \$0.02 per sq. ft. of proposed structure) | TBD |
| | Building Permit (\$1.25 per sq. ft. of proposed structure) | TBD |
| 2 | Structural Repairs, renovations, alterations and additions to existing structures based on total contract amount of construction | |
| | Up to \$6000.00 | \$25.00 |
| | \$6000.01 to \$8000.00 | \$30.00 |
| | \$8000.01 to \$10,000.00 | \$40.00 |
| | \$10,000.01 to \$12,000.00 | \$50.00 |
| | \$12,000.01 to \$15,000.00 | \$65.00 |
| | \$15,000.01 to \$20,000.00 | \$80.00 |
| | \$20,000.01 to \$25,000.00 | \$100.00 |
| | \$25,000.01 to \$30,000.00 | \$120.00 |
| | \$30,000.01 to \$35,000.00 | \$140.00 |
| | over \$35,000.00: \$140.00 plus \$10.00 per \$1000.00 over \$35,000 | |
| 3 | Third Party fees | TBC |

Other Permit Applications that may apply:

- | | | |
|---|----------------------|---------|
| 4 | Razing or Demolition | |
| 5 | Mechanical Equipment | |
| 6 | Electrical Wiring | |
| 7 | Minor Excavation | |
| 8 | Plan Review | \$10.00 |
| 9 | UCC | \$ 4.50 |

WORKERS' COMPENSATION ADDENDUM

(Required to be attached to all building permit applications)

Part 1

The Applicant for the permit, in compliance with Act 44 of 1993, hereby submits, *(check one)*:

- Certificate of Insurance OR Certificate of Self-Insurance Listing the Borough of Wilkes-Barre and our Third Party (Must Attach)
- Affidavit of Exemption

Part 2

Basis and Affidavit of Exemption

- 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 Worker's Compensation Act.
- All of the Contractor/Applicant's employees on the project are exempt-on religious grounds under Section 304.2 of the Worker's Compensation Act.
- Other: Please explain: _____

My signature on behalf of or as the Contractor/Applicant for this permit constitutes my varication that the statements contained herein are true, and that I am subject to the penalties of 18 Pa. C.S.A. 4904 relating to unsworn falsification to authorities.

Applicant Signature

Print Name: _____

Signature: _____ Date: _____

For Office Use Only

Permit Number _____

Fee Paid \$ _____

Approved By: _____ Date: _____

Title: _____