

HONEY BROOK TOWNSHIP

UNIFORM CONSTRUCTION CODE (UCC) COMMERCIAL BUILDING PERMIT APPLICATION INSTRUCTIONS

Listed below are the items that are required to be submitted to Honey Brook Township along with the building permit application (pages 2-4) **and the \$25 permit application fee**. Failure to submit the required items will result in denial of the issuance of the permit. ***NO WORK SHALL BEGIN UNTIL A BUILDING PERMIT HAS BEEN ISSUED.*** The UCC permits a 30 business day review period for all commercial building permit applications.

1. All commercial building permit applications must be submitted with three (3) sets of building plans. These plans should include all architectural and structural details, along with plumbing, mechanical, electrical, fire protection, and accessibility details and specifications.
2. **ALL BUILDING PLANS FOR COMMERCIAL PROJECTS MUST BE PREPARED, STAMPED, AND SEALED BY EITHER A REGISTERED ARCHITECT OR A LICENSED PROFESSIONAL ENGINEER LICENSED IN THE COMMONWEALTH OF PENNSYLVANIA.**
3. Three (3) sets of Site Plans for each project must also be submitted.
4. Full engineering data and calculations must be submitted with all commercial building permit applications. These would include, but are not limited to: fire protection calculations, HVAC ventilation schedules, plumbing fixture unit calculations, fuel gas pipe sizing calculations, electrical service calculations, etc.
5. An Energy Conservation Code compliance certificate or equivalent must be submitted with all commercial building permit applications for new construction.
6. A copy of the approval letter for erosion and sedimentation control from the Chester County Conservation District (CCCD) should also be submitted, if applicable. The CCCD website has application forms and information at www.chesco.org/conservation; the phone number is (610) 925-4920.
7. A Mechanical Code Compliance Certificate (MechCCC) and Electrical Code Compliance Certificate must be submitted with the commercial building permit application.
8. A Certificate of Workman's Compensation Insurance must be submitted with the commercial building permit application.

Upon issuance of a building permit, a permit placard along with supporting documentation will be returned to the applicant upon payment of permit fees. The permit will detail all required inspections that are specific to the project for which the permit has been issued.

As the appointed third-party agency, Technicon Enterprises Inc., It is responsible for all Uniform Construction Code (UCC) building plan review and related inspections. ***If you have any questions or need to schedule an inspection, please call (610) 286-1622, x100.***

HONEY BROOK TOWNSHIP \$25 App. Fee _____
UNIFORM CONSTRUCTION CODE COMMERCIAL BUILDING PERMIT APPLICATION

LOCATION OF PROPOSED WORK OR IMPROVEMENT **Building Permit #** _____

County: Chester Municipality: Honey Brook Township Zoning District _____

Site Address: _____ Tax Parcel #: 22-_____

Subdivision: _____ Lot # _____ Total Lot Area (Dimensions in sq. ft.) : _____

Owner: _____ Phone # _____ Fax # _____

Mailing Address: _____ Cell # _____

Principal Contractor: _____ Phone # _____

Mailing Address: _____ Cell # _____

Architect: _____ Phone # _____ Fax # _____

Mailing Address: _____ Cell # _____

TYPE OF WORK OR IMPROVEMENT *(Check All That Apply):*

- New Building Addition Alteration Repair Demolition
 Relocation Foundation only Change of Use Sign Plumbing
 Mechanical Electrical Other—describe below

Describe the proposed work: _____

ESTIMATED COST OF CONSTRUCTION (to include time & materials): \$ _____
 (Detailed estimates may be requested to verify underestimated values)

CONSTRUCTION TYPE (International Building Code—IBC—Chapter 6): _____

DESCRIPTION OF BUILDING USE:

Specific Use: _____ Use Group: _____

Business Name: _____ Maximum Occupancy Load: _____

Change in use? *(Check One)* YES NO If YES, indicate former use: _____

DOES OR WILL YOUR BUILDING CONTAIN ANY OF THE FOLLOWING *(Check):*

- Fire Alarm System YES NO
 Elevator/Escalators/Lifts/Moving walks YES NO
 Automatic Sprinkler System YES NO

BUILDING DIMENSIONS:

Existing Building Area: _____ sq. ft. Number of stories existing: _____
 Proposed Building Area: _____ sq. ft. Number of stories Proposed: _____
 Total Building Area: _____ sq. ft. Height of Structure Above Grade: _____
 Gross Area of Grade Level Floor: _____ sq. ft.

ZONING VARIANCE/SPECIAL EXCEPTION: Has there been a Zoning Hearing Board decision for your project?

NO YES (provide hearing date) _____

FLOODPLAIN

Is the site located within an identified flood hazard area? (Check One) YES NO
Will any portion of the flood hazard area be developed? (Check One) YES NO N/A

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3(d) Lowest Floor Level: _____

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 PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assume 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 provision of the code(s) applicable to such permit.

I/WE have received a copy of the application requirements and inspection requirements. I agree to abide by the requirements, and understand failure to comply may result in legal action leading to stop work orders and/or fines. I understand once the permit has been reviewed and assigned a permit number I am responsible for paying the cost thereof, irrespective of whether I actually use the permit or not. I agree to be liable for all costs required to collect said fee(s).

Date: _____

Applicant's Signature
Print name: _____

Date: _____

Applicant's Signature
Print name: _____

Date: _____

Owner or Authorized Agent's Signature
Print Name: _____

Address _____

Phone Number _____

Directions to Site: _____

FOR BUILDING CODE OFFICIAL USE ONLY

ADDITIONAL PERMITS/APPROVALS REQUIRED

<input type="checkbox"/> ZONING	APPROVED _____
<input type="checkbox"/> STREET CUT/DRIVEWAY	APPROVED _____
<input type="checkbox"/> PENNDOT HIGHWAY OCCUPANCY	APPROVED _____
<input type="checkbox"/> SOIL CONSERVATION	APPROVED _____
<input type="checkbox"/> DEP FLOODWAY OR FLOODPLAIN	APPROVED _____
<input type="checkbox"/> EROSION AND SEDIMENT CONTROL PLAN	APPROVED _____
<input type="checkbox"/> SEWER CONNECTION	APPROVED _____
<input type="checkbox"/> PUBLIC WATER CONNECTION	APPROVED _____
<input type="checkbox"/> OTHER _____	APPROVED _____

APPROVALS

BUILDING PERMIT DENIED:	Date _____	Date Returned _____
BUILDING PERMIT APPROVED:	Date _____	Permit # _____
BUILDING CODE OFFICIAL:	_____	
Date Issued _____	Date Expires _____	Permit # _____
BUILDING PERMIT FEE	\$ _____	Receipt # _____
ZONING PERMIT FEE	\$ _____	Receipt# _____
PLUMBING PERMIT (if appl.)	_____	Receipt # _____
MECHANICAL PERMIT (if appl.)	_____	Receipt # _____
ELECTRICAL PERMIT (if appl.)	_____	Receipt # _____
DRIVEWAY PERMIT (if appl.)	_____	Receipt # _____
CURB AND SIDEWALK (if appl.)	_____	Receipt # _____
CERTIFICATE OF OCCUPANCY (circle one)?		
YES	NO	
FEE	\$ _____	
PLAN REVIEW (circle one)?		
YES	NO	
FEE	\$ _____	