



**BUILDING PERMIT APPLICATION**

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**PERMIT #** \_\_\_\_\_

**PARCEL #** \_\_\_\_\_

Authority: 1972 PA 230. Completion: Mandatory to obtain permit. Penalty: Application must be completed, signed, and proper fee paid, or permit will not be issued.

**Applicant to Complete All Items in Sections I, II, III, IV, V, VI and VII**

**Note: Separate Applications Must Be Completed for Plumbing, Mechanical, and Electrical Work Permits**

<b>I. PROJECT INFORMATION</b>		
PROJECT NAME	ADDRESS	
<b>II. IDENTIFICATION</b>		
<b>A. OWNER OR LESSEE</b>		
NAME	ADDRESS	
CITY	TELEPHONE NUMBER	EMAIL ADDRESS
<b>B. ARCHITECT OR ENGINEER</b>		
NAME	ADDRESS	
CITY	TELEPHONE NUMBER	EMAIL ADDRESS
LICENSE NUMBER	EXPIRATION DATE	
<b>C. CONTRACTOR</b>		
NAME	TELEPHONE NUMBER	EMAIL ADDRESS
ADDRESS	CITY	ZIP CODE
BUILDERS LICENSE NUMBER	EXPIRATION DATE	
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION		
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION		
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION		
<b>III. TYPE OF IMPROVEMENT AND PLAN REVIEW</b>		
<b>A. TYPE OF IMPROVEMENT</b>		
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> DEMOLITION
<input type="checkbox"/> ADDITION	<input type="checkbox"/> RE-ROOF	<input type="checkbox"/> BASEMENT FINISH
<input type="checkbox"/> POOL	<input type="checkbox"/> POOL FENCE	<input type="checkbox"/> ACCESSORY BUILDING
		<input type="checkbox"/> DECKS/PORCHES
		<input type="checkbox"/> MOBILE HOME SET-UP
		<input type="checkbox"/> ACCESSORY DWELLING UNIT
<b>B. PLAN REVIEW REQUIRED</b>		
Complete Building Permit Application (with plot plan showing front, side, and rear setbacks, building location, etc.)		
Plans – 2 Hard Copies and 1 Electronic Copy (must be sealed if commercial or residential over 3,500 sq. ft)		
All Building Plans should show square footage on each level, example 1 <sup>st</sup> floor, 2 <sup>nd</sup> floor, garage, deck, porch etc.		
Copy of Builder's License		

<b>IV. PROPOSED USE OF BUILDING</b>				
<b>A. RESIDENTIAL</b>				
1. <input type="checkbox"/> ONE FAMILY	3. <input type="checkbox"/> HOTEL, MOTEL NO. OF UNITS _____	5. <input type="checkbox"/> DETACHED GARAGE		
2. <input type="checkbox"/> TWO OR MORE FAMILY NO. OF UNITS _____	4. <input type="checkbox"/> ATTACHED GARAGE	6. <input type="checkbox"/> OTHER _____		
<b>B. NON-RESIDENTIAL</b>				
7. <input type="checkbox"/> AMUSEMENT	11. <input type="checkbox"/> SERVICE STATION	15. <input type="checkbox"/> SCHOOL, LIBRARY, EDUCATIONAL		
8. <input type="checkbox"/> CHURCH, RELIGION	12. <input type="checkbox"/> HOSPITAL, INSTITUTIONAL	16. <input type="checkbox"/> STORE, MERCANTILE		
9. <input type="checkbox"/> INDUSTRIAL	13. <input type="checkbox"/> OFFICE, BANK, PROFESSIONAL	17. <input type="checkbox"/> TANKS, TOWERS		
10. <input type="checkbox"/> PARKING GARAGE	14. <input type="checkbox"/> PUBLIC UTILITY	18. <input type="checkbox"/> OTHER _____		
<p>NONRESIDENTIAL-DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED</p> <p>_____</p> <p>_____</p> <p>_____</p>				
<b>V. SELECTED CHARACTERISTICS OF BUILDING</b>				
<b>A. PRINCIPAL TYPE OF FRAME</b>				
1. <input type="checkbox"/> MASONRY, WALL BEARING	2. <input type="checkbox"/> WOOD FRAME	3. <input type="checkbox"/> STRUCTURAL STEEL	4. <input type="checkbox"/> REINFORCED CONCRETE	5. <input type="checkbox"/> OTHER
<b>B. PRINCIPAL TYPE OF HEATING FUEL</b>				
6. <input type="checkbox"/> GAS	7. <input type="checkbox"/> OIL	8. <input type="checkbox"/> ELECTRICITY	9. <input type="checkbox"/> COAL	10. <input type="checkbox"/> OTHER
<b>C. TYPE OF SEWAGE DISPOSAL</b>				
11. <input type="checkbox"/> PUBLIC OR PRIVATE COMPANY	12. <input type="checkbox"/> SEPTIC SYSTEM			
<b>D. TYPE OF WATER SUPPLY</b>				
13. <input type="checkbox"/> PUBLIC OR PRIVATE COMPANY	14. <input type="checkbox"/> PRIVATE WELL OR CISTERN			
<b>E. TYPE OF MECHANICAL</b>				
15. WILL THERE BE AIR CONDITIONING? <input type="checkbox"/> YES <input type="checkbox"/> NO		16. WILL THERE BE FIRE SUPPRESSION? <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>F. DIMENSIONS/DATA</b>				
17. NUMBER OF STORIES _____	2. FLOOR AREA:	EXISTING	ALTERATIONS	NEW
18. TOTAL HEIGHT TO PEAK _____				
19. USE GROUP _____	BASEMENT	_____	_____	_____
20. CONST. TYPE _____	1ST & 2ND FLOOR	_____	_____	_____
21. NO. OF OCCUPANTS _____	PORCH/DECK	_____	_____	_____
	GARAGE	_____	_____	_____
	TOTAL AREA	_____	_____	_____
<b>G. PROJECT COST</b>				
_____				



**VIII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION**

**ENVIRONMENTAL CONTROL APPROVALS**

	REQUIRED?	APPROVED	DATE	NUMBER	BY
<b>A - ZONING</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>B - FIRE DISTRICT</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>C - POLLUTION CONTROL</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>D - DRIVEWAY</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>E - SOIL EROSION</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>F - FLOOD ZONE</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>G - SEWER CONNECTION FEE</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>H - WATER CONNECTION FEE</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>I - VARIANCE GRANTED</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>J - OTHER</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				

**IX. VALIDATION - FOR DEPARTMENT USE ONLY**

USE GROUP \_\_\_\_\_

BASE FEE \_\_\_\_\_

TYPE OF CONSTRUCTION \_\_\_\_\_

NUMBER OF INSPECTIONS \_\_\_\_\_

SQUARE FEET \_\_\_\_\_

APPROVAL SIGNATURE

TITLE Building Official

DATE