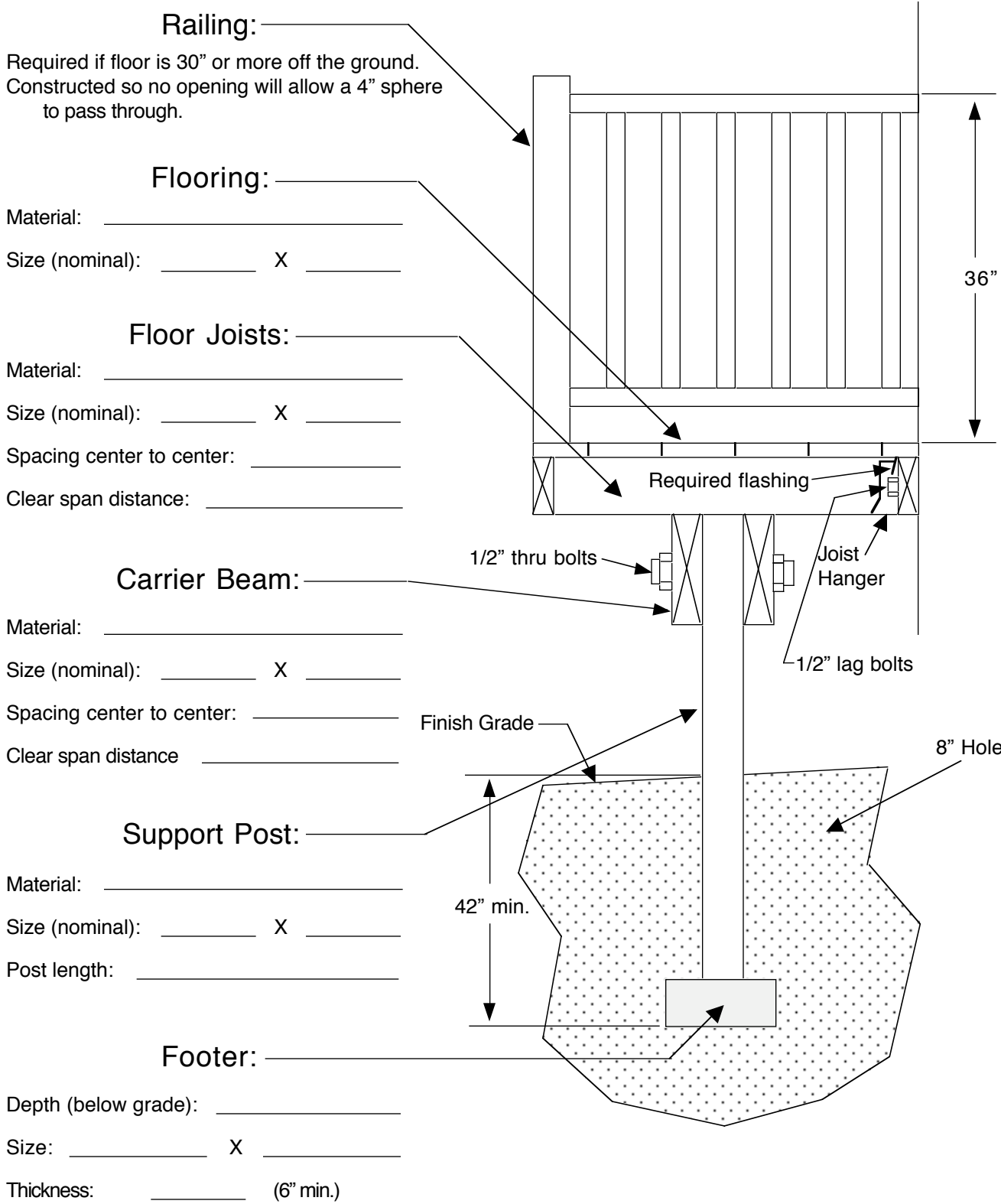


Deck Plan Submittal

Deck Size (overall dimensions): _____ X _____

Note: All Fasteners Must Be Exterior Grade



Railing: _____

Required if floor is 30" or more off the ground.
Constructed so no opening will allow a 4" sphere to pass through.

Flooring: _____

Material: _____

Size (nominal): _____ X _____

Floor Joists: _____

Material: _____

Size (nominal): _____ X _____

Spacing center to center: _____

Clear span distance: _____

Carrier Beam: _____

Material: _____

Size (nominal): _____ X _____

Spacing center to center: _____

Clear span distance _____

Support Post: _____

Material: _____

Size (nominal): _____ X _____

Post length: _____

Footer: _____

Depth (below grade): _____

Size: _____ X _____

Thickness: _____ (6" min.)

Process to Apply For and Issue Construction Permit Application

DECKS

1. Applicant receives a Construction Permit application packet.
2. Applicant submits:
 - Completed and signed Construction Permit application.
 - Completed Deck Plan Submittal form.
 - Workers' Compensation Certificate **or** Affidavit of Exemption.
 - Site plan and any other required site information.
 - Two (2) sets** of complete building plans (if applicable), no larger than 36" x 48", and specifications as necessary to illustrate compliance with the Uniform Construction Code.
 - Plan review fee, if applicable.
3. Building Department reviews submission for completeness and correct plan review fee.
 - a. If application is complete: Application is accepted and assigned a permit number.
Receipt is issued for plan review fee.
 - b. If application is incomplete: Application is returned to applicant for corrections or held in Building Department until all required information is submitted.
4. Building Department reviews site plan, subdivision, land development, zoning and all other related requirements.
 - a. If zoning and site requirements are approved: Zoning Official signs application and forwards to Plan Examiner for UCC compliance review.
 - b. If zoning and site requirements are not approved: Applicant will be advised by Zoning Official and application will be returned.
5. Plan Examiner reviews building plans for UCC compliance and determines Construction Permit fee.
 - a. If plans are approved: Plan Examiner signs Construction Permit application.
Both sets of plans are stamped "Approved". (One set remains on file at City Building and one set is to be kept at project site.)
Construction Permit application is forwarded to Building Code Official.
 - b. If plans are not approved: Plan Examiner notifies Building Department. Applicant is advised and building plans are returned to applicant.
6. Building Code Official approves or denies application. Building Code Official signs application if approved.
Building Code Official must take action within 15 business days from date of Zoning Official approval.
7. Applicant pays permit fee – check made payable to City of Hermitage.
8. Applicant is issued Construction Permit and one (1) set of stamped building plans.

INSPECTION PROCEDURES

DECKS

- Construction permit must be posted on the site of the work and be clearly visible from the road until completion of the project.
- Your approved plans must be available at all times for inspections. These are the plans that were submitted with your application and were marked “Approved” by the Building Code Official.
- The permit applicant or authorized agent is responsible for scheduling all inspections.
- To schedule an inspection, call the inspector listed below.
- **DO NOT schedule an inspection if the work is not ready!!!!**

MINIMUM OF 24 HOUR NOTICE REQUIRED TO THE APPROPRIATE INSPECTOR LISTED BELOW

1. Setback Inspection – To be done after staking out structure layout, prior to digging footer.
Inspector: City of Hermitage **Phone 724-981-0800**
2. Footing Inspection – Holes must be dug for support posts below frost line. The inspection must be approved prior to placing of concrete.
Inspector: City of Hermitage **Phone 724-981-0800**
3. Framing Inspection – At the time of inspection all framing members must be visible. Such as floor joists, joist hangers, attachment to dwelling. (lag bolts etc.)
Inspector: City of Hermitage **Phone 724-981-0800**
4. Electrical Inspection, if applicable.
Inspector: City of Hermitage **Phone 724-981-0800**
5. Mechanical Inspection, if applicable.
Inspector: City of Hermitage **Phone 724-981-0800**
6. Final Inspection – All railings, steps, handrails, guardrails, and decking shall be completed.
Inspector: City of Hermitage **Phone 724-981-0800**

Construction Permit Application Submittal Requirements

DECKS

- Please read all of the following information.
- The following is a checklist. You must have a “checkmark” in all sections listed below prior to submitting your application.

_____ “Certificate of Insurance” If you are hiring a contractor to construct your deck and they have workers’ compensation, the contractor or their insurance carrier must provide this certificate showing proof of coverage.

– OR –

_____ “Affidavit of Exemption” (form enclosed) If the homeowner or a contractor without workers’ compensation is constructing the deck, the enclosed form must be completed, notarized and submitted.

_____ A site plan showing the proposed deck, the width and length of the deck, the distances in feet to the front, side, and rear property lines, and the height of floor surface above grade at highest point.

_____ Two (2) sets of construction drawings that show in detail code compliance for all of the work proposed, to include but not limited to the following information: **(NOTE: Does not apply to decks that are less than 30" above grade.)**

- _____ Floor joist size, species and grade of wood.
- _____ Floor joist spacing (16" on center, 24" on center, etc.)
- _____ Span of floor joist (clear distance between supports).
- _____ Attachment to existing structure (bolts or lags, with sizes and spacing).
- _____ Depth of post footing below finished grade.
- _____ Guardrail height from floor of deck, and/or stairs.
- _____ Spacing of balusters.
- _____ Stairs – Riser height and tread depth.
- _____ Stairs – Handrail height (from nose of tread).
- _____ Handrail grip size – must have a circular cross section of 1¼" minimum to 2⅝" maximum.
- _____ Electrical, if applicable.
- _____ Mechanical, if applicable.

_____ Plan Review Fee, if applicable – Check made payable to City of Hermitage.

_____ Completed Construction Permit application.

City of Hermitage will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be marked “Approved”. A Construction Permit will be issued, and the applicant will be notified of the permit fees and when they can pick up the permit at the Municipal Building. All fees shall be paid prior to issuance of the permit. Please observe the inspection procedures provided to have all of the required inspections performed.

RESIDENTIAL PLAN REVIEW and PERMIT FEES
Resolution No. 28-2008

Plan Review fees are payable to the City of Hermitage, and must be submitted at the time of application.

Construction Permit fees will be calculated by the City of Hermitage Plan Reviewer, and the applicant will be advised of the total fee prior to permit issuance. The fee schedule is provided herein for applicant's information purposes.

Sanitary sewer connection fee is not included in this information. It will be determined during the plan review process, and will be payable at time of permit issuance by separate check to "Hermitage Sewers".

RESIDENTIAL PLAN REVIEW FEES:

Residential building including single-family home, townhouse, condominium or other dwelling unit with separate means of egress	\$ 200.00 per dwelling unit
Manufactured and Industrialized Housing	\$ 100.00
Residential Additions 1000 square feet or more	\$ 100.00
Decks 30" or more above grade <u>and</u> 1000 square feet or more	\$ 100.00
Accessory Buildings 1000 square feet or more	\$ 100.00

There is no plan review fee for all other residential permit applications including swimming pools, renovations, repairs, roof shingle replacements, residential additions less than 1000 square feet, decks or ramps less than 30" above grade, accessory buildings less than 1000 square feet for single-family detached homes.

RESIDENTIAL PERMIT FEES (will be calculated by City of Hermitage)

Residential building including single-family home, townhouse, condominium or other dwelling unit with separate means of egress	
2000 square feet and below	\$ 600.00*
2001 to 3000 square feet	\$ 700.00*
3001 to 4000 square feet	\$ 800.00*
4001 square feet and above	\$ 900.00*
Manufactured and Industrialized Housing	\$ 250.00*
All residential additions and structural alterations	
200 square feet and below	\$ 100.00*
201 to 1000 square feet	\$ 200.00*
1001 square feet and above	\$ 300.00*
Basement egress, i.e. bilco door, exterior open stairs, egress window	\$ 150.00*
Open porch additions	\$ 150.00*
Decks 30" or more above grade	\$ 150.00*
Detached accessory buildings 1000 square feet or more	\$ 300.00*
Detached accessory buildings less than 1000 square feet	\$ 50.00
Manufactured sheds and storage units less than 1000 square feet	\$ 50.00
Agricultural buildings	\$ 50.00

RESIDENTIAL PERMIT FEES, continued (will be calculated by City of Hermitage)

Miscellaneous building inspections	\$ 50.00*
Miscellaneous electrical inspections	\$ 50.00*
Miscellaneous mechanical inspections	\$ 50.00*
Miscellaneous plumbing inspections	\$ 50.00*
Miscellaneous fire inspections	\$ 50.00*
General inspections	\$ 50.00*
Demolition Permit	\$ 50.00*
Noise Ordinance Construction Permit	\$ 50.00
Exception to noise prohibition on Sunday and any other day between the hours of 8:00 p.m. and 7:00 a.m.	

Pools:

In ground pool	\$ 250.00*
Above ground pool greater than 24" deep	\$ 100.00*
Above ground pool greater than 24" deep with deck	\$ 250.00*
(Temporary pools that are assembled and dismantled during the summer season and have received the initial permit will not be charged an annual re-inspection fee.)	

RESIDENTIAL ELECTRICAL FEES

Modular and Mobile Homes (single visit only)

Modular Homes – service and outlets	\$ 86.00*
Mobile Homes – service including 1 feeder or 1 receptacle	\$ 69.00*
Feeder or power cord only	\$ 63.00*
Additional trip	\$ 28.00

Flat Rate Schedule

One application for each new or existing building	
Single-family dwelling – not over 200 amp service	\$ 110.00*
Two-family dwelling units – not over 200 amp service	\$ 165.00*
Over two-family dwelling – first two units	\$ 75.00*
Each additional unit	\$ 45.00
Townhouses – each	\$ 65.00
Alterations and additions (service and 25 outlets or less)	\$ 90.00

Add Service Equipment

Single dwellings with over 200 amp service, apply flat rate schedule plus equipment appliances, and motor schedule	
Dwelling with a spa, hot tub, hydro massage tub, sauna, etc., apply flat rate schedule plus	\$ 25.00 for each item
Special service and/or conditions not provided for in this schedule, apply for fee	\$ 60.00 Minimum charge

***Uniform Construction Code Commonwealth Surcharge, add \$ 4.00** per permit**
** per House Bill 881, effective January 1, 2007

CONTRACTORS



Pennsylvania One Call System

national fuel

**Call
Before
You Dig,
Drill or
Blast!**



national fuel

Planning to install a pool, build an addition to your house, or any other project that involves a major digging effort?

You could share responsibility for the results of an accidental utility line dig-up and put your own safety at risk. That's a costly proposition, especially when personal injury, property damage and service interruption are involved.

Get your project off to a safe start before you dig by calling the Pennsylvania One-Call System. When you call the toll-free "800" number, the service contacts member utilities, requesting the location of their underground lines.

Please call at least three working days before you dig and make prevention your priority.



Pennsylvania One Call System

1-800-242-1776

CITY OF HERMITAGE

800 North Hermitage Road • Hermitage, PA 16148
 Phone: 724-981-0800 • Fax: 724-981-2008 • www.hermitage.net

**RESIDENTIAL
 CONSTRUCTION PERMIT
 APPLICATION**

PERMIT NUMBER _____

*NOTE: THIS PERMIT IS NOT VALID UNTIL ISSUED BY BUILDING CODE OFFICIAL
 and PERMIT NUMBER IS ASSIGNED*

(Long Form)

PAGES 1 & 2 TO BE COMPLETED BY APPLICANT - MUST BE COMPLETED IN INK & CONTAIN ORIGINAL SIGNATURES

APPLICANT INFORMATION

Property Owner is current holder of legal title to the land according to current tax records

Property Owner Name: _____ **Phone:** _____
Address: _____ **Cell:** _____
 _____ **Fax:** _____
 _____ **Email:** _____

Contractor Name: _____ **Phone:** _____
Address: _____ **Cell:** _____
 _____ **Fax:** _____
 _____ **Email:** _____

PA Registration No.: _____ **Email:** _____

Applicant Name: _____ **Phone:** _____
Company: _____ **Cell:** _____
Address: _____ **Fax:** _____
 _____ **Email:** _____

CONSTRUCTION INFORMATION

Check all that apply

Construction Type (provide detailed explanation of project in Construction Description below)

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> New Principal Structure | <input type="checkbox"/> Interior Alterations | <input type="checkbox"/> Deck | <input type="checkbox"/> Basement: <input type="checkbox"/> Finished
<input type="checkbox"/> Unfinished |
| <input type="checkbox"/> Manufactured / Industrialized Home | <input type="checkbox"/> Shed | <input type="checkbox"/> Detached Accessory Structure | <input type="checkbox"/> Crawl Space |
| <input type="checkbox"/> Building Addition | <input type="checkbox"/> Garage: <input type="checkbox"/> Attached
<input type="checkbox"/> Unattached | <input type="checkbox"/> Swimming Pool, Spa, Hot Tub | <input type="checkbox"/> Other _____ |

Construction Value of Project: \$ _____ (Required)

Construction Site Address: _____

Construction Description: _____
(e.g., house, condominium, addition for bathroom, convert garage to living room, roof over existing porch, etc.)

SITE PLAN **YES**, site plan attached **NO**, not applicable

NOTE: ALL permit applications for new structures or additions to existing structures MUST include a to-scale site plan showing: 1) all property dimensions, 2) the EXACT location of all existing structures on the subject parcel, 3) dimensions of all existing & proposed structures/additions, 4) setback dimensions (to all front, rear, & side yards) of all existing & proposed structures/additions. Failure to submit an accurate site plan will result in rejection of the application until an accurate site plan is provided.

WORKER'S COMPENSATION INFORMATION

Must submit one of the following before permit is issued

- Certificate of Worker's Compensation Insurance attached Complete Affidavit of Exemption attached

ACKNOWLEDGMENT

I certify that I am the property owner or that I have the property owner's authorization to complete this application, and I hereby agree and confirm that all of the statements contained within this Construction Permit Application are true and correct, and that all accompanying sets of plans and specifications truly and correctly set forth the extent and character of the work outlined herein, and that the accompanying site plan (if applicable) truly and correctly represents the above described property and ALL existing structure(s) (if any), or addition(s) to a structure (if any) for which this application for a Construction Permit has been made. I further agree to abide by any other applicable local, state and federal regulations that may pertain to this application.

EXPIRATION: I understand that this permit becomes invalid unless the authorized construction work begins within 180 days after permit's issuance or if the authorized construction work permit is suspended or abandoned for 180 days after the work has commenced. A permit holder may submit a written request for an extension of time to commence construction for just cause. The Building Code Official may grant an extension of time to commence construction in writing. A permit may be valid for no more than five years from its issue date.

Signature of Owner or Applicant: _____ Date: _____

PLAN REVIEW FEE Applicant shall calculate plan review fee and enter information into spaces provided below. City Staff will verify calculations and collect plan review fee at time of application.

*There is **no plan review fee** for the following residential projects: Swimming pools, spas, hot tubs, renovations, repairs, roof shingle replacements, additions less than 1,000 sq. ft., decks or ramps less than 30" above grade, accessory buildings less than 1,000 sq. ft.*

FEE CALCULATION

PLAN REVIEW FEE

<input type="checkbox"/> Residential Building including single-family home, townhouse, condominium, or other dwelling unit with separate means of egress	\$200.00 per dwelling unit	= \$ _____
<input type="checkbox"/> Manufactured and Industrialized Housing	\$100.00	= \$ _____
<input type="checkbox"/> Residential Additions 1,000 square feet or more	\$100.00	= \$ _____
<input type="checkbox"/> Decks 1,000 square feet or more and 30" or more above grade	\$100.00	= \$ _____
<input type="checkbox"/> Accessory Building 1,000 square feet or more	\$100.00	= \$ _____
TOTAL PLAN REVIEW FEE		= \$ _____

LOT INFORMATION - City staff can assist in completion of this section, if needed.

Deed Reference #: _____ Mercer County Parcel #: _____

Zoning District: _____ Additional Zoning District: _____

Lot #: _____ Subdivision Name: _____ Plan Key: _____

Land Development Plan Name: _____ Plan Key: _____

Lot Dimensions: _____ x _____ x _____ x _____ x _____ x _____ x _____
 _____ x _____ x _____ x _____ x _____ x _____

Lot Area: _____ square feet Property Located in Floodplain District?: Yes, Panel #: _____ No

STRUCTURE INFORMATION - City staff can assist in completion of this section, if needed.

Proposed Structure #1: _____ (type) Proposed Structure #2: _____ (type) Proposed Structure #3: _____ (type)

Dimensions: _____ x _____ Stories: _____ Dimensions: _____ x _____ Stories: _____ Dimensions: _____ x _____ Stories: _____

Square Footage (footprint): _____ Square Footage (footprint): _____ Square Footage (footprint): _____

Height (to roof peak): _____ Max.: _____ Height (to roof peak): _____ Max.: _____ Height (to roof peak): _____ Max.: _____

Front Yard Setback: _____ Min.: _____ Front Yard Setback: _____ Min.: _____ Front Yard Setback: _____ Min.: _____

Rear Yard Setback: _____ Min.: _____ Rear Yard Setback: _____ Min.: _____ Rear Yard Setback: _____ Min.: _____

Side Yard Setback: _____ Min.: _____ Side Yard Setback: _____ Min.: _____ Side Yard Setback: _____ Min.: _____

Side Yard Setback: _____ Min.: _____ Side Yard Setback: _____ Min.: _____ Side Yard Setback: _____ Min.: _____

Total Both Side Yard Setback: _____ Min.: _____ Total Both Side Yard Setback: _____ Min.: _____ Total Both Side Yard Setback: _____ Min.: _____

Proposed square footage: _____ + Existing square footage: _____ = Total square footage: _____

Lot Coverage: _____ % Maximum: _____ %

THIS AREA RESERVED FOR CITY STAFF COMPLETION - APPLICANT DOES NOT WRITE IN THIS AREA

APPLICATION SUBMISSION RECEIVED DATE: _____ TOTAL DUE FOR PLAN REVIEW: \$ _____
 PLAN REVIEW FEE VERIFIED BY: _____ DATE PAID: _____ RECEIPT #: _____
 APPLICATION RESUBMISSION RECEIVED DATE: _____ TOTAL DUE FOR PLAN REVIEW: \$ _____
 PLAN REVIEW FEE VERIFIED BY: _____ DATE PAID: _____ RECEIPT #: _____

OTHER DEVELOPMENT REQUIREMENTS

Are the following required?: All of below - Not Applicable

- | | | | |
|-----------------------------------|--|-------|---|
| Land Development Plan: | <input type="checkbox"/> Yes, Recording #: | _____ | <input type="checkbox"/> N/A |
| Sewer Connection Info Form: | <input type="checkbox"/> Yes, Date Forwarded: | _____ | <input type="checkbox"/> Response in File <input type="checkbox"/> N/A |
| Sewer Connection Permit: | <input type="checkbox"/> Yes, Permit #: | _____ | <input type="checkbox"/> No, Existing Tap <input type="checkbox"/> N/A |
| On-Lot Sewage Disposal: | <input type="checkbox"/> Yes, Permit #: | _____ | <input type="checkbox"/> No, Existing System <input type="checkbox"/> N/A |
| Street Occupancy Permit: | | | |
| <input type="checkbox"/> Driveway | <input type="checkbox"/> City, Date Forwarded: | _____ | <input type="checkbox"/> State, Permit in File <input type="checkbox"/> N/A |
| <input type="checkbox"/> Drainage | <input type="checkbox"/> City, Date Forwarded: | _____ | <input type="checkbox"/> State, Permit in File <input type="checkbox"/> N/A |
| Street Address Verification: | <input type="checkbox"/> Yes, Date Forwarded: | _____ | <input type="checkbox"/> N/A |
| | Address: | _____ | |

NOTES/COMMENTS: _____

ZONING REVIEW

- Approved, Date: _____
- Deadline date for UCC Review (if applicable) & BCO Action:** _____
- Not Applicable, Date: _____

- Denied, Date: _____
- Reason: _____
- _____
- _____

Signature of Zoning Official: _____

Signature of Zoning Official: _____

NOTES/COMMENTS: _____

UCC PLAN REVIEW

- | | | |
|---|---|--|
| <input type="checkbox"/> Single Family Home (incl. Townhouses & Condos) | <input type="checkbox"/> Swimming Pool, Spa, Hot Tub | <input type="checkbox"/> Plumbing Inspection |
| <input type="checkbox"/> Manufactured / Industrialized Home | <input type="checkbox"/> Deck | <input type="checkbox"/> Mechanical Inspection |
| <input type="checkbox"/> Building Addition | <input type="checkbox"/> Renovations / Repairs / Interior Alterations | <input type="checkbox"/> Electrical Inspection |
| <input type="checkbox"/> Accessory Structure | | <input type="checkbox"/> Building Inspection (includes Energy & Accessibility) |
| <input type="checkbox"/> Other Inspection: _____ | | |

- Approved, Date: _____
- Not Applicable, Date: _____

- Denied, Date: _____
- Reason: _____
- _____
- _____

Signature: _____

Signature: _____

NOTES/COMMENTS: _____

APPROVAL BY BUILDING CODE OFFICIAL (BCO)

BCO-City of Hermitage: _____ Date _____

Permit Issue Date: _____ Fee Paid: \$ _____ Receipt #: _____ Date Paid: _____

- | | |
|---|-----------------|
| Construction Permit Fee: | \$ _____ |
| Sewer Permit Fee: | \$ _____ |
| UCC Surcharge: | \$ _____ |
| Outstanding Plan Review Fee: | \$ _____ |
| Driveway/Drainage Permit: | \$ _____ |
| Total Fee for Construction Permit: | \$ _____ |

THIS FORM REQUIRES A NOTARY SEAL

RETURN THIS FORM WITH APPLICATION

AFFIDAVIT OF EXEMPTION

The undersigned affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

_____ Property owner performing own work. If property owner does hire contractor to perform any work pursuant to this construction permit, contractor must provide proof of workers' compensation insurance to the municipality. Property owner assumes liability for contractor compliance with this requirement.

_____ Contractor has no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this construction permit unless contractor provides proof of insurance to the municipality.

_____ Religious exemption under the Workers' Compensation Law. All employees of contractor are exempt from workers' compensation insurance (attach copies of religious exemption letters for all employees).

Signature of Property Owner or Contractor

County of _____

Municipality of _____

Subscribed, sworn to and acknowledged before me
by the above _____
this _____ day of _____
20 _____ .

SEAL

Notary Public