



1647 N Reading Rd., Stevens, PA 17578
 Phone: (717) 733.1654
 www.weknowcodes.com

Permit # _____
 Parcel # _____
 ABI # _____
 Date Received ____/____/____
 Date Approved ____/____/____

COMMERCIAL/RESIDENTIAL BUILDING PERMIT APPLICATION

Application Type (Check all that apply) <input type="checkbox"/> Commercial <input type="checkbox"/> Residential	<input type="checkbox"/> Addition <input type="checkbox"/> Accessibility Only Review <input type="checkbox"/> Alteration or Renovation <input type="checkbox"/> Uncertified Existing Building <input type="checkbox"/> New Building / NSF Dwelling <input type="checkbox"/> Change of Use and Occupancy	<input type="checkbox"/> Phased Approval (commercial only) <input type="checkbox"/> If Phased Approval indicate total number of phases and describe scope of work for each phase. A plan shall be submitted with an outline defining each phase of the plan.																												
Use/Occupancy Classification: Check box to left of applicable group. (Check all that apply)	<table border="0"> <tr> <td><input type="checkbox"/> A-1</td> <td><input type="checkbox"/> A-2</td> <td><input type="checkbox"/> A-3</td> <td><input type="checkbox"/> A-4</td> <td><input type="checkbox"/> A-5</td> <td><input type="checkbox"/> B</td> <td><input type="checkbox"/> E</td> </tr> <tr> <td><input type="checkbox"/> F-1</td> <td><input type="checkbox"/> F-2</td> <td><input type="checkbox"/> H-1</td> <td><input type="checkbox"/> H-2</td> <td><input type="checkbox"/> H-3</td> <td><input type="checkbox"/> H-4</td> <td><input type="checkbox"/> H-5</td> </tr> <tr> <td><input type="checkbox"/> I-1</td> <td><input type="checkbox"/> I-2</td> <td><input type="checkbox"/> I-3</td> <td><input type="checkbox"/> I-4</td> <td><input type="checkbox"/> M</td> <td><input type="checkbox"/> R-1</td> <td><input type="checkbox"/> R-2</td> </tr> <tr> <td><input type="checkbox"/> R-3 Adult Care</td> <td><input type="checkbox"/> R-3</td> <td><input type="checkbox"/> R-4</td> <td><input type="checkbox"/> S-1</td> <td><input type="checkbox"/> S-2</td> <td><input type="checkbox"/> U</td> <td></td> </tr> </table>		<input type="checkbox"/> A-1	<input type="checkbox"/> A-2	<input type="checkbox"/> A-3	<input type="checkbox"/> A-4	<input type="checkbox"/> A-5	<input type="checkbox"/> B	<input type="checkbox"/> E	<input type="checkbox"/> F-1	<input type="checkbox"/> F-2	<input type="checkbox"/> H-1	<input type="checkbox"/> H-2	<input type="checkbox"/> H-3	<input type="checkbox"/> H-4	<input type="checkbox"/> H-5	<input type="checkbox"/> I-1	<input type="checkbox"/> I-2	<input type="checkbox"/> I-3	<input type="checkbox"/> I-4	<input type="checkbox"/> M	<input type="checkbox"/> R-1	<input type="checkbox"/> R-2	<input type="checkbox"/> R-3 Adult Care	<input type="checkbox"/> R-3	<input type="checkbox"/> R-4	<input type="checkbox"/> S-1	<input type="checkbox"/> S-2	<input type="checkbox"/> U	
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Site Information (Subdivision & County names are required.)	Project Name _____ Street Name and # _____ City _____ State _____ Zip Code _____ Subdivision _____ County _____																													
Special Requirements and Documentation <u>Proposed timeline must be filled out for all commercial projects</u>	Check each block below indicating that all the following will be submitted with this application: <input type="checkbox"/> Two (2) site plans <input type="checkbox"/> Two (2) complete sets of construction drawings <input type="checkbox"/> One (1) completed copy of the ABI-2 UCC PLAN REVIEW CHECKLIST <input type="checkbox"/> One (1) set of specifications (only if Addition, Alteration, New Building or New Structure/Facility) <input type="checkbox"/> PDF files of design drawings <input type="checkbox"/> Proposed project timeline _____ yr./mo./wks(s) <table border="1"> <tr> <td data-bbox="349 1218 722 1407">Does this construction involve modular units built in a factory</td> <td data-bbox="722 1218 950 1407"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td data-bbox="950 1218 1476 1407">If "Yes", submit 1 copy of a letter from a licensed design professional certifying that construction within the modular units (or the fully assembled modular building) and hidden from view will fully comply with all requirements of the UCC.</td> </tr> <tr> <td data-bbox="349 1407 722 1501">Is this construction regulated by the Health Care Facilities Act?</td> <td data-bbox="722 1407 950 1501"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td data-bbox="950 1407 1476 1501">If "Yes", submit 1 copy of approval letter from the Pennsylvania Department of Health.</td> </tr> <tr> <td data-bbox="349 1501 722 1732">Is this construction exempt from energy code requirements?</td> <td data-bbox="722 1501 950 1732"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td data-bbox="950 1501 1476 1732">If "Yes", submit 1 copy of letter indicating that the building or structure will use neither electricity nor fossil fuels, and thus is exempt per ASHRAE 90.1, §2.3(B). If "No", submit 1 copy of the COMcheck-EZ Certificate or the UCC-14 ENERGY CODE PRESCRIPTIVE COMPLIANCE REPORT.</td> </tr> <tr> <td data-bbox="349 1732 722 1827">Is project in flood hazard area?</td> <td data-bbox="722 1732 950 1827"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td data-bbox="950 1732 1476 1827">If "Yes", submit 1 copy of one of the flood hazard certifications mandated in section 1612.5 of the <i>International Building Code</i>.</td> </tr> <tr> <td data-bbox="349 1827 722 1953">Are any of the <i>International Building Code</i> (Chapter 17) special inspection or structural observations required?</td> <td data-bbox="722 1827 950 1953"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td data-bbox="950 1827 1476 1953">If "Yes", submit 1 copy of the ABI-6 SPECIAL INSPECTIONS OBSERVATIONS STATEMENT.</td> </tr> </table>		Does this construction involve modular units built in a factory	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit 1 copy of a letter from a licensed design professional certifying that construction within the modular units (or the fully assembled modular building) and hidden from view will fully comply with all requirements of the UCC.	Is this construction regulated by the Health Care Facilities Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit 1 copy of approval letter from the Pennsylvania Department of Health.	Is this construction exempt from energy code requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit 1 copy of letter indicating that the building or structure will use neither electricity nor fossil fuels, and thus is exempt per ASHRAE 90.1, §2.3(B). If "No", submit 1 copy of the COMcheck-EZ Certificate or the UCC-14 ENERGY CODE PRESCRIPTIVE COMPLIANCE REPORT.	Is project in flood hazard area?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit 1 copy of one of the flood hazard certifications mandated in section 1612.5 of the <i>International Building Code</i> .	Are any of the <i>International Building Code</i> (Chapter 17) special inspection or structural observations required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit 1 copy of the ABI-6 SPECIAL INSPECTIONS OBSERVATIONS STATEMENT.													
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	Will an alternative construction method or material be used on this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit a signed statement indicating that the proposed method or material meets the requirements of 34 PA Code §403.44.
	Is this application for "temporary certificate of occupancy" (Phased Approval)? A building code official may issue a temporary certificate of occupancy (Phased Approval) for a portion or portions of the building or structure before the completion of the entire work covered by the permit if the portion or portions may be occupied safely. The building code official shall set a time during which the temporary certificate of occupancy is valid.	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", submit a letter signed by the design professional and owner acknowledging that the request for phased construction. For Phased Approval applicant shall indicate total number of phases and describe scope of work for each phase. A plan shall be submitted with an outline defining each phase of the plan. Inspection fees shall be based on a cost per phase. Plan review fees may, depending on level of submittal, cover entire project or each phase only per judgment of plans examiner.
	Construction Phase Requiring Certificate of Use & Occupancy	<input type="checkbox"/> Yes <input type="checkbox"/> No	Which Phases?
Deferred Submissions (Check all that apply) (All deferred submissions will need to be submitted within 30 days of project approval unless other arrangements have been discussed)	Are you requesting deferred approval? <input type="checkbox"/> Yes <input type="checkbox"/> No Provide a written request on the construction disciplines to be deferred. Please check disciplines you wish to defer: <div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> Architectural</div> <div style="width: 33%;"><input type="checkbox"/> Plumbing</div> <div style="width: 33%;"><input type="checkbox"/> Structural</div> <div style="width: 33%;"><input type="checkbox"/> Electrical</div> <div style="width: 33%;"><input type="checkbox"/> Mechanical</div> <div style="width: 33%;"><input type="checkbox"/> Fire Protection Systems</div> <div style="width: 33%;"><input type="checkbox"/> Accessibility</div> <div style="width: 33%;"><input type="checkbox"/> Energy/Insulation</div> <div style="width: 33%;"><input type="checkbox"/> Underslab Plumbing</div> <div style="width: 33%;"><input type="checkbox"/> Underslab Electrical</div> <div style="width: 33%;"><input type="checkbox"/> Underslab Mechanical</div> <div style="width: 33%;"><input type="checkbox"/> _____</div> </div> Provide two (2) sets of signed and sealed drawings for all those disciplines you wish to construct.		
Project Data (Commercial Projects only) Square Footage and cost of construction is required for all commercial projects.	Type(s) of construction per Chapter 6 of the <i>International Building Code</i> (check all that apply): <input type="checkbox"/> IA <input type="checkbox"/> IB <input type="checkbox"/> IIA <input type="checkbox"/> IIB <input type="checkbox"/> IIIA <input type="checkbox"/> IIIB <input type="checkbox"/> IV <input type="checkbox"/> VA <input type="checkbox"/> VB Square Footage of project: _____ Cost of Construction: _____ Fire suppression: <input type="checkbox"/> Full <input type="checkbox"/> Partial <input type="checkbox"/> None If application applies to an existing building that is "legally occupied," indicate permits held: Fire and Panic Occupancy Permit <input type="checkbox"/> Fire Number: _____ Municipal Occupancy Permit <input type="checkbox"/> Permit Number: _____ Municipality Name: _____ L&I UCC Certificate of Occupancy <input type="checkbox"/> File Number: _____ If "legally occupied," you must select which code requirements the building will comply with (choose only one): <input type="checkbox"/> <i>International Existing Building Code</i> <input type="checkbox"/> <i>International Residential Building Code</i>		

Design Professional in Responsible Charge <i>Seal must be in space to right of name and address.</i>	Name: _____
	Address: _____ _____
	PA License #: _____
	E-Mail: _____
	Phone: _____
	Fax: _____

Property Owner Information	Property Owner Name: _____
	Street Address: _____
	City: _____ State: _____ Zip Code: _____
	Phone Number: _____ E-mail: _____

Applicant's Certification:

As the owner or the authorized agent of the project for which this application is filed, I certify that:

The building or structure described in this application will not be occupied until all known code violations are corrected and a Certificate of Occupancy has been received from the local municipality. This project will be constructed in accordance with the approved drawings and specifications (including any required non-design changes) and the Uniform Construction Code standards as specified in 34 PA Code Chapters 401-405. Any changes to the approved documents will be filed with Associated Building Inspections LLC and the local municipality.

When required, up to 20% of the total cost of any work performed on any area of primary function in an existing building will be expended to provide an accessible route to the area of primary function. No error or omission in either the drawings and specifications or application, whether approved or not, shall permit or relieve me from constructing the work in any manner other than provided for in 34 PA Code Chapters 401-405 of the Pennsylvania Uniform Construction Code.

Applicant Name: _____

Applicant Signature: _____ Date: _____

Applicant E-mail: _____

Billing Information

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Applicant is responsible for the payment of ABI fees unless otherwise noted.