



RESIDENTIAL HOME BUILDING PERMIT APPLICATION

1. PROPERTY INFORMATION

Municipality: _____ Parcel ID: _____

Site Address: _____

2. APPLICANT

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

3. PROPERTY OWNER

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

4. CONTRACTOR / BUILDER

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

5. DESIGN PROFESSIONAL

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

6. APPLICATION FOR (Check all that apply)

- Checkboxes for: New Single Family Home, Industrialized Home (Modular), Addition, Two Family Dwelling, Remodel / Restoration, Townhomes - No. Units: _____, Other / Description: _____

State law requires the builder to offer fire sprinklers for new homes. Were sprinklers offered? [] Yes [] No [] N/A

Is the project located in a flood zone? If yes, a copy of the flood hazard certificate must be submitted. [] Yes [] No

Estimated Cost of Construction: _____ Total Square Footage: _____

Include the required additional information for your project as shown on the attached informational page.

I certify that I am the owner of the property or an authorized agent of the owner for which this application has been filed. I hereby certify that all statements contained above are, to the best of my knowledge, true and correct I further understand that I must comply with the provisions of all laws and ordinances as adopted by the Municipality and the Unified Construction Code of Pennsylvania.

Applicants Signature: _____ Date: _____

Received by: _____ Date: _____ Plan Review No. _____

Permit No. _____

FOR RESIDENTIAL BUILDING PERMITS

THE FOLLOWING MUST ACCOMPANY EACH CORRESPONDING APPLICATION.

*Drawings should consist of both plan view and elevation view. The drawings must be detailed enough for the plan reviewer to determine code compliance. A materials list is not a drawing.
Incomplete or missing information may result in additional fees and/or denial of the application.*

CHOOSE ONE

Single family / Duplex / Townhome / Quad / Sheds and Garages / Additions / Remodel / Restoration

- | | |
|--|---|
| <ul style="list-style-type: none">○ Zoning Permit / Approval○ Sealed survey showing the location of the home○ 3 sets of drawings to include - Architectural, Structural, Mechanical, Plumbing and Electrical details | <ul style="list-style-type: none">○ Energy specs. / ResCheck○ Highway Occupancy Permit/HOP (State Roads)○ Proof of approved method of sewage disposal○ Proof of valid Workers Compensation for contractor or "Notarized Waiver" |
|--|---|

***Remodels / Restoration** - Zoning approval, Highway occupancy and Proof of sewage may not be required.
Sheds / Garages - Survey waiver may be submitted / Energy specs, Proof of sewage and HOP are not be required.*

Industrialized Home - Modular / Carried in on truck - Does not have its own wheels like a mobile home.

- | | |
|--|--|
| <ul style="list-style-type: none">○ Zoning Permit / Approval○ Sealed survey showing the location of the home○ Footing / Foundation drawings and details○ Details for porches, decks or other built-on site features○ Proof of approved method of sewage disposal | <ul style="list-style-type: none">○ Current "Notice of Approval" manufacturer○ DAPIA approved Manufacturers Design and Installation Manual○ Highway Occupancy Permit/HOP (State Roads)○ Proof of valid Workers Compensation for contractor or "Notarized Waiver" |
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A completed "Site Installation Inspection Form" is required for occupancy.

Manufactured Home - Trailer / Mobile Home (Additions to manufactured homes must be self-supporting) (SEE MANUFACTURED HOME APPLICATION)

- | | |
|--|--|
| <ul style="list-style-type: none">○ Zoning Permit / Approval○ Sealed survey showing the location of the home○ Pier / Foundation drawings and details○ Approved method of anchoring the home○ Details of exit landings, stairs or other built-on site features (2 ways out are required)○ Completed Habitability Checklist (Used Homes Only) | <ul style="list-style-type: none">○ Copy of PA "Installers Certificate"○ DAPIA approved Manufacturers Design and Installation Manual with installation checklist○ Highway Occupancy Permit/HOP (State Roads)○ Proof of approved method of sewage disposal○ Proof of valid Workers Compensation for contractor or "Notarized Waiver" |
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If the original manuals are not available for a relocated home, the "PA Installation Guideline for Manufactured Homes" or "PHRC Field Guideline for Manufactured Housing" is acceptable.

A COMPLETED COPY OF THE "INSTALLATION CHECKLIST" AND "CERTIFICATE OF COMPLIANCE" WILL BE REQUIRED FOR OCCUPANCY