



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

**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"><li>○ Zoning Permit / Approval</li><li>○ Sealed survey showing the location of the home</li><li>○ Footing / Foundation drawings and details</li><li>○ Details for porches, decks or other built-on site features</li><li>○ Proof of approved method of sewage disposal</li></ul> | <ul style="list-style-type: none"><li>○ Current “Notice of Approval” manufacturer</li><li>○ DAPIA approved Manufacturers Design and Installation Manual</li><li>○ Highway Occupancy Permit/HOP (State Roads)</li><li>○ Proof of valid Workers Compensation for contractor or <b>“Notarized Waiver”</b></li></ul> |
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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"><li>○ Zoning Permit / Approval</li><li>○ Sealed survey showing the location of the home</li><li>○ Pier / Foundation drawings and details</li><li>○ Approved method of anchoring the home</li><li>○ Details of exit landings, stairs or other built-on site features (2 ways out are required)</li><li>○ Completed Habitability Checklist (Used Homes Only)</li></ul> | <ul style="list-style-type: none"><li>○ Copy of PA “Installers Certificate”</li><li>○ DAPIA approved Manufacturers Design and Installation Manual with installation checklist</li><li>○ Highway Occupancy Permit/HOP (State Roads)</li><li>○ Proof of approved method of sewage disposal</li><li>○ Proof of valid Workers Compensation for contractor or <b>“Notarized Waiver”</b></li></ul> |
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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**