

# A D A M S T O W N S H I P

## BUILDING PERMIT APPLICATION

Request is for:	New Building	Alteration	Addition	Demolition
Proposed use				
Map & Parcel Number (Ask Secretary or Code Official)				
Development Name			Lot Number	
Street Name			House Number	

Applicants Name	Phone Number	
Street Address	Zip Code	
City	State	

Owners Name:	Phone Number	
Street Address	Zip Code	
City	State	

Builders Name:	Phone Number	
Street Address	Fax Number	
City	State and Zip	
Architect :	Phone Number	

Property Zoned	Number of Parking Spaces:	Enclosed	Open		
Lot Size (acres)	Type Heating Fuel	A/C	Yes	No	

Structure Size	Sq./Ft.	Dimensions (Foot Print)	X
Garage:		S e t B a c k	
Basement:		Front:	Rear:
1 <sup>st</sup> Floor:		Left:	Right:
2 <sup>nd</sup> Floor:			
Additional Floors (if any)		# Bedrooms:	# Baths: Full Part
Number of Stories		Indicate Cost of Construction	
Number of Dwelling Units		Electrical	
Sewage Type:		Plumbing	
		Heating & A/C	
List Other Structures on Property:		Other	
		Total Estimated Cost	
Mobile / Modular Home Serial Number:			

**Developments approved after July, 25, 2005 are subject to Impact fees.**

The applicant is \_\_\_\_\_ is not \_\_\_\_\_ a contractor within the meaning of the Pennsylvania Workers Compensation Law.

Federal or State Employer I. D. number: \_\_\_\_\_

Name of Workers Compensation Insurer: \_\_\_\_\_

Insurance Policy Number \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Exemption \_\_\_\_\_ Contractor with no employees.

The applicant certifies that all information on this application is complete and true and correct to the best of the applicant's knowledge and belief. The applicant agrees to comply with the provisions of Adams Township's ordinances, codes, and regulations, and all other applicable laws and regulations of Butler County, Commonwealth of Pennsylvania and the United States, whether or not specified in this application. The applicant understands and hereby authorizes the Township Code Enforcement Officer or duly appointed assistant to enter the premises to conduct periodic and/or required inspections. The applicant agrees to contact the Township Office twenty four (24) hours in advance of any required inspection. The applicant agrees that if a permit is issued, the permit may be revoked by Administrative Action of Adams Township if compliance with the foregoing paragraphs is not absolute.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Notice:** Any permit issued pursuant to the approval of this application may be revoked if the issuance of the permit was based upon any incomplete or inaccurate information, or it violates any Adams Township Ordinance, Pennsylvania Statute, United States Law, or court precedent.

## Information Required for Building Permits

1.) Along with a completed Building Permit application, a site plan (plot plan) drawn and stamped by a registered Surveyor or Engineer (to scale) showing the location of the proposed new construction on the property relative to property boundaries and abutting streets, with distances indicated, the location of driveway entrances, signs and off street parking areas, noting the arrangement of all soil and sedimentation control devices and area of any grading contemplated.

Note: Where a property extends to the centerline of an abutting road, the width of the right-of-way shall be considered to be fifty (50) feet and buildings on the property shall be set back from the road centerline the appropriate distance according to the zoning district in which the property is located plus twenty-five (25) feet.

2.) If driveway is within 3 feet of neighboring property line, written permission from that property owner is required.

3.) Construction plans shall be drawn to scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed and shall show in detail that it will conform to the provisions of the 2006 IRC as amended. Plans shall be stamped by a registered Architect or Engineer. Two sets necessary, if required.

4.) Driveway permits are required for all accesses to properties from Township roads. A scale drawing of the driveway with the distances from the entrance, exit and closest points to the property line must be submitted. All property taking access from a State road must have a PennDot Highway Occupancy permit before a building permit can be issued. All Township driveways must meet PennDot Title 67 (latest edition).

**5.) Before a building permit can be issued for a principal use structure, proof of approval for sewage must be submitted with the application.**

6.) Any additional information that the Code Enforcement Officer may require to secure conformance with Township, County, State or Federal laws must be submitted.

**7.) Energy compliance information must be provided with completed application material.**

8.) Occupancy - Upon completion prior to OCCUPANCY, a final inspection must be done and an Occupancy Permit must be issued. An application is available at the Adams Township Municipal Building or on the Adams Township Website (adamstwp.org).

### **Note: A Twenty Four (24) Hour Notice Is Required For All Inspections**

Inspections can be scheduled by calling the Adams Township Municipal Building at 724/625-2221. Calls can be made with administration personnel between the hours of 7:30 A.M. and 4:00 P.M., Monday through Friday. Voice message calls can be made 24 hours a day seven days a week.

#### Information to be supplied for inspection call in is:

*Lot Number and Plan (street address if not part of a plan)  
Builder Name*

*Type of inspection requested  
Permit Number (required for insulation inspections)*

#### **Required Inspections:**

- 1.) **Footing/site** - Trenches and forms ready for concrete, roads on chairs and in bulkheads.  
Footing to be continuous throughout.
- 2.) **Foundation** – Dampproofing complete:  
Parged and tarred or waterproofed  
Walls reinforced – as per height requirement  
Sill anchors installed
- 3.) **French drains** – Continuous throughout to a proper outlet. Drains and rain leaders must be piped separately or provide Engineering for any other arrangement.
- 4.) **Underground plumbing** – Trenches open and ready to be backfilled  
DWV – air (5#) or water (10 foot head to highest fixture)
- 5.) **Basement/garage slabs** – Gravel, polyfilm and reinforcement in place.
- 6.) **Framing/mechanical and plumbing rough test:**  
Framing  
Firestopping  
Rough electrical  
Rough plumbing test  
DWV - air (5#) or water (10 foot head to highest fixture)  
Supply water (50# minimum or existing pressure)
- 7.) **Insulation/energy requirements** – Window sealing and insulation complete, compliance with Energy Code required.  
Structure must meet the requirements of “Unusually Tight Construction”.
- 8.) **Drywall** – Drywall hung with proper nailing pattern and quantity of nails or screws and before finishing.
- 9.) **Downspouts and sump pits** – Pit sized for the home and properly piped to the pit or existing storm sewer.
- 10.) **Sidewalks/driveway** – Forms in place and ready for concrete with attention to proper slope (1/4” per foot), base (4” gravel) and reinforcement.
- 11.) **Final** – Home ready for occupancy with final electrical inspection complete.