



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