

BUILDING PERMIT APPLICATION

LOCATION/ADDRESS OF PROPOSED WORK:

PIN (Property Identification Number):

PIN Is Listed Upon Your Property Tax Bill Issued By Luzerne County

OWNER'S NAME, MAILING ADDRESS AND PHONE NUMBER:

CONTRACTOR'S NAME, MAILING ADDRESS AND PHONE NUMBER:

ALL CONTRACTORS MUST SUBMIT A COPY OF THEIR CERTIFICATE OF INSURANCE

PRESENT USE OF PROPERTY: RESIDENTIAL COMMERCIAL

DOES THIS PROJECT INVOLVE EARTH DISTURBANCE OF 1 ACRE OR MORE AS DEFINED BY PA TITLE 25 CHAPTER 102? YES NO

IF YES, DOCUMENTATION OF NPDES PERMIT APPROVAL MUST BE SUBMITTED WITH YOUR APPLICATION FOR A BUILDING PERMIT.

DESCRIPTION OF PROPOSED WORK: _____

TOTAL COST OF ABOVE DESCRIBED WORK: \$ _____

FOR NEW CONSTRUCTION, STRUCTURAL ALTERATIONS AND/OR ADDITIONS,
You must attach 3 copies of plans & specifications and proof of construction cost, i.e. signed contract for work or receipts for material when work is performed by the owner.

ZONING APPROVAL is required to be submitted for new construction, additions, decks, porches, patios, sunrooms, fences and swimming pools.

Sewer Permit is required to be submitted for all new construction projects.

CERTIFICATION I hereby certify that I am the property owner, equitable owner or authorized agent of the owner for the property and project listed in this application. I further certify that all work will be performed in accordance with the Pennsylvania Uniform Construction Code, the attached plans and specifications, and all other applicable laws and regulations. Finally, I agree that the Building Code Official shall have the authority to enter the property and building described in this permit at reasonable hours to inspect the premises and enforce provisions of the Code and this Permit

DATE _____

APPLICANT SIGNATURE _____

Review and inspection of the construction process is required to assure Code compliance. The following are the minimum inspection approval requirements for new construction:

1. **Footing** – After excavation and any forming **PRIOR** to concrete pour.
2. **Foundation** – After construction, prior to backfill, complete with foundation drains, damp proofing and embedded anchor bolts and **BEFORE** any framing, including sill plate.
3. **Framing** – After construction, **PRIOR** to insulation and interior wall covering. Plumbing, electrical, etc. shall be “roughed in.”
4. **Insulation and Wallboard** – Prior to wallboard installation, R-Values in exterior walls, ceilings and floors if required must be verified. Wallboard fasteners inspected prior to finish.
5. **Final** – After structural completion, with all fixtures and devices complete and functional.

To schedule an inspection call: 570-406-0091. Please provide an advanced notice of 48 hours for required inspections.