Upper Salford Township
P.O. Box 100
Salfordville, PA 18958-0100
610-287-6160

Date Stamp

UCC COMMERCIAL BUILDING PERMIT APPLICATION INSTRUCTIONS

Technicon Enterprises, Inc., II is responsible for performing all Uniform Construction Code building plan review and related inspections. All building permit and inspection related questions should be directed to Technicon Enterprises, Inc., II at 610-286-1622. Scheduling of all inspections can be completed through Technicon's office by dialing 610-286-1622, ext. 100.

Listed below are some basic instructions for building permit application submission. These instructions are in addition to completion of the basic application that is attached to this cover sheet.

COMMERCIAL BUILDING PERMIT APPLICATIONS

- All commercial building permit application must be submitted with three (3) complete sets of building plans. These plans should include all architectural and structural details, along with plumbing, mechanical, electrical, fire protection and accessibility details and specifications.

- **ALL BUILDING PLANS FOR COMMERCIAL PROJECTS MUST BE PREPARED, STAMPED AND SEALED BY EITHER A REGISTERED ARCHITECT OR A LICENSED PROFESSIONAL ENGINEER LICENSED IN THE COMMONWEALTH OF PENNSYLVANIA.**

- Site plans for each project must also be submitted in triplicate.

- Full engineering data and calculations must be submitted with all commercial building permit applications. These would include, but are not limited to: fire protection calculations, HVAC ventilation schedules, plumbing fixture unit calculations, fuel gas pipe sizing calculations, electrical service calculations, etc.

- An Energy Conservation Code compliance certificate or equivalent must be submitted with all applications for new construction.

- A copy of the approval letter for erosion and sedimentation control from the Montgomery County Conservation District should also be submitted, if applicable.

- Be advised, that the UCC permits a 30-business day review period for all commercial building permit applications. No work shall begin on any project until a building permit has been issued.

- A Certificate of Worker's Compensation Insurance must be submitted with the application.

Upon issuance of a building permit, a permit placard along with supporting documentation will be returned to the permit applicant upon payment of permit fees. The permit will detail all required inspections that are specific to the project for which the permit has been issued.

Upper Salford Township
P.O. Box 100
Salfordville, PA 18958-0100
610-287-6160

Date Stamp

UCC COMMERCIAL BUILDING PERMIT APPLICATION

Date received at Twp: _____ Building Permit No.: _____

County: _____ Municipality: _____ Zoning District _____

Site Address: _____ Tax Parcel # _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Total Lot Area (Dimensions in sq. ft.) _____

Owner: _____ Phone # _____ Email _____

Mailing Address: _____ Cell: _____

Principal Contractor: _____ Phone # _____ Email _____

Mailing Address: _____ Cell: _____

Architect: _____ Phone # _____ Email _____

Mailing Address: _____ Cell: _____

TYPE OF WORK OR IMPROVEMENT *(Check All That Apply)*

☐ New Building ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition ☐ Relocation
☐ Foundation only ☐ Change of use ☐ Plumbing ☐ Mechanical ☐ Electrical
☐ Sign ☐ Other – Describe below

Describe the scope of work: _____

_____

_____

ESTIMATED COST OF CONSTRUCTION (To include Time & Materials) $ _____
(Detailed estimates may be requested to verify underestimated values)

CONSTRUCTION TYPE: (IBC Chapter 6)

DESCRIPTION OF BUILDING USE *(Check One)*

Specific Use: _____
Use Group: _____
Business Name: _____
Change in Use: ☐ Yes ☐ No If YES, indicate Former: _____
Maximum Occupancy Load: _____

DOES OR WILL YOUR BUILDING CONTAIN ANY OF THE FOLLOWING:

Fire Alarm System (*Check*) ☐ Yes ☐ No
Elevator/Escalators/Lifts/Moving walks: (*Check*) ☐ Yes ☐ No
Automatic Sprinkler System: ☐ Yes ☐ No

BUILDING DIMENSIONS:

Existing Building Area: _____ sq/.ft. No. of Stories Existing: _____
Propose Building Area: _____ sq. ft. No. of Stories Proposed: _____
Total Building Area: _____ sq. ft. Height of Structure Above Grade: _____
Gross Area of Grade Level Floor: _____ sq. ft.

FLOODPLAIN

Is the site located within an identified flood hazard area? *(Check One)* ☐ YES ☐ NO

Will any portion of the flood hazard area be developed? *(Check One)* ☐ YES ☐ NO ☐ N/A

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner of the building or structure, or agent of either, or by the registered design professional employed in connection with the proposed work.

I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

Address

Date

Phone Number

Directions to Site: _____

FOR CODE ADMINISTRATOR USE ONLY

ADDITIONAL PERMITS/APPROVALS REQUIRED

☐ ZONING	APPROVED _____
☐ STREET CUT/DRIVEWAY	APPROVED _____
☐ PENNDOT HIGHWAY OCCUPANCY	APPROVED _____
☐ SOIL CONSERVATION	APPROVED _____
☐ DEP FLOODWAY OR FLOODPLAIN	APPROVED _____
☐ ON-LOT SEPTIC SYSTEM	APPROVED _____
☐ WELL	APPROVED _____
☐ OTHER _____	APPROVED _____

APPROVALS

BUILDING PERMIT DENIED: Date _____ Date Returned _____

BUILDING PERMIT APPROVED: Date _____ Permit # _____

CODE ADMINISTRATOR _____

Date Issued _____ Date Expires _____ Permit # _____

BUILDING PERMIT FEE	$ _____	Receipt # _____
ZONING PERMIT FEE	$ _____	Receipt# _____
PLUMBING PERMIT (if appl.)	$ _____	Receipt # _____
MECHANICAL PERMIT (if appl.)	$ _____	Receipt # _____
ELECTRICAL PERMIT (if appl.)	$ _____	Receipt # _____
DRIVEWAY PERMIT (if appl.)	$ _____	Receipt # _____
CURB AND SIDEWALK (if appl.)	$ _____	Receipt # _____
CERTIFICATE OF OCCUPANCY: (Y OR N)	FEE: _____	
PLAN REVIEW: (Y OR N)	FEE: _____	