



Glassport Borough
 440 Monongahela Avenue
 Glassport, PA 15045
 (412) 672-7400

COMMERCIAL UCC BUILDING PERMIT APPLICATION-2023

Date of Application: _____

Name of Applicant: _____

Location of Property: _____

Municipality: _____

Subdivision: _____ Lot # _____

Zoning District: _____ Tax Map # _____

Name of Owner: _____

Name of Business: _____

Address: _____

Phone / Cell # () _____ Email: _____

Pennsylvania Registered Design Information:

Architect or Engineer Name: _____

Address: _____
 _____ Phone# () _____

PA License# _____

Contractor or Sub Contractor Information:

Contractor Name: _____

Address: _____

Phone / Cell () _____ E:mail _____

Contractor's Workman's Compensation Policy: Y / N
Policy # _____ Effective Date: _____ (Provide Sheet)

Waiver of W/C: Pennsylvania requires proof of valid Workman's Compensation or a notarized waiver of Workman's Compensation. (Attached: Notarized Copy)

Owner or Responsible Party must submit to CEA Code Enforcement Agency, a list of all known Contractors and Sub-Contractors who will be associated with the above application.

In addition, CEA Code Enforcement Agency will require a certificate or proof of Workman's Compensation for all workers outside sole proprietors, general liability certificate and certificate or proof of State of Pennsylvania Home Improvement Contractor registration prior to issuing any Building Permit.

Applicant's Certification

As the owner or the authorized agent for the project which this application is filed, I certify that:

1. The description of use, estimated construction coast and all others information provided as part of this application for a building permit is correct.
2. The building or structure described in this application will not be occupied until all known code violations are corrected and a Certificate of Occupancy has been received from the municipality.
3. This project will be constructed in accordance with the approved drawings and specifications (including any required non-design changes) and the Uniform Construction Code standards as specified in 34 PA Code Chapters 401-405.
4. Any changes to the approved documents will be filed with CEA Code Enforcement Agency.
5. If the licensed architect or engineer in responsible charge of this construction should change, written notice of the change will be provided to CEA Code Enforcement Agency.
6. No error or omission in either the drawings and specifications or application, whether approved or not, shall permit or relieve me from constructing the work in any manner other than provided for in 34 PA Code Chapters 401-405.
7. If signed by someone other than the construction owner, this work has been authorized by the owner of record and I have been authorized by the owner to complete this application on his behalf.

Construction Information

Building Type: _____ IBC Code Volume _____ Sprinklered? _____

No of Stories: _____ Construction Type: _____ Occupant Load _____

Other: _____

Existing Structure: _____ Year Built: _____ Last Certificate of Occupancy _____

Accessibility Review (required) _____ 20% _____

IEBC Plan Review Method: Prescriptive / Performance Other: _____

Type of Renovation / Alteration Level: I II III IV

GFA: Gross Footage Area: _____ **Estimated Costs:** _____

Permits Required: Building Permit Electrical Permit Mechanical Permit

Fire Permit Demolition Energy Permit Accessibility Permit

Estimated Construction Time: _____

Description of Project: _____

The permit applicant shall submit construction documents in a format approved by the building code official. Construction documents shall be clear, indicate the location, nature and extent of the work proposed, and show in detail that the work will conform to the Uniform Construction Code.

2018 International Building Code (IBC) Commercial Code requires (2 sets) of designed drawings be sealed by a Pennsylvania Architect or Engineer prior to submission of application. A copy of Commercial Plans Examination Guidelines is available at the Building Department.

All Applicants must have COMcheck performed and attached for Energy Compliance.

Sanitary / Septic Information

Permit Required: YES NO

SEPTIC OR SANITARY SYSTEM? _____ SEO required? _____

Project: _____ Tap Permit # _____

Lot/Plan: _____ # of EDU(s) _____

Allocation Year: _____

Approved by: _____ Date Issued: _____

Payment:	TFE	Amount:	CK#	R#
	Check	Amount:	CK#	R#
	Cash	Amount:		R#

Construction documents shall contain a site plan that is drawn to scale. The building code official may waive or modify the following site plan requirements if the permit application is for an alteration or repair or if waiver or modification is warranted. Site plan requirements include all of the following:

- (1) The size and location of new construction and existing structures on the site.
- (2) Accurate boundary lines.
- (3) Distances from lot lines.
- (4) The established street grades and the proposed finished grades.

A permit applicant shall submit an application to the building code official and attach construction documents, including plans and specifications, and information concerning special inspection and structural observation programs, Department of Transportation highway access permits, all other permits or approvals related to the construction required under § 403.102(n) (relating to municipalities electing to enforce the Uniform Construction Code) and other data required by the building code official with the permit application. The applicant shall submit three sets of documents when the Department conducts the review.

The Commonwealth of Pennsylvania established the Uniform Construction Codes (UCC) under Act 45 of 2004, a copy of ALL applicable codes and UCC standards are available online at: www.pa.code.com. I certify by the signature below, the information presented here is accurate and lawful under 34. PA Code § 403.42 (a) Permit Application.

COMMERCIAL APPLICATIONS require a review with **(30)** thirty business days of the accepted application. (Excluding any local Zoning Approval)

ALL plan review information of this application shall be in writing from CEA Code Enforcement Agency to the responsible party of this application. Failure to provide all information required by the PA UCC shall delay the process in receiving a UCC Permit.

THIS APPLICATION IS A LEGAL DOCUMENT: Any changes or additional information recorded on this application must be made by the applicant, agent or responsible party that signed the application. All requested areas of information within this application shall be completed before acceptance of the application at the Building Department.

I will be acting on behalf of the owner as:

Architect Engineer Contractor Agent Owner

Other: _____

Signature of Applicant: _____ Date _____

Municipal Information

Jurisdiction Acceptance Date: _____ Time: _____.

By: _____

Application Requirements: Land Survey Site Plan Plot Plan (Attached)

Zoning / Planning / Engineering Approval

Commercial: 2-Sets of Design Drawings by: PA Registered Architect or Engineer.

Workman's Compensation information sheet / Notarized Waiver of W/C .



CODE ENFORCEMENT AGENCY
1633 Route 51, Suite 100, Jefferson Hills, PA 15025
1-866-410-4952 www.cea-code.com

CEA ELECTRICAL INSPECTION APPLICATION

Date

Jurisdiction

RESIDENTIAL (<400A)
(Single Family, Duplex & Townhouse)

COMMERCIAL
(All other)

Utility / Power Company Name: _____

Name of Applicant: _____

Address of Permit: _____

Contact # () _____ Email: _____

Work Order # _____ Date Issued: _____

Electrician Information:

Name: _____ Contact # () _____

License# _____

Company Name: _____ Contact# () _____

Type of Inspection: Single Phase 3 Phase 120/240v 480v (+)

New Service D/C & R/C Upgrade Damaged Panel/Service

Underground Generator Overhead Transformer Solar (PV)

Other: _____

Signature of Requestor

CEA – Electrical Department
1-866-410-4952
electrical@cea-code.com



CODE ENFORCEMENT AGENCY

1633 Route 51, Suite 100, Jefferson Hills, PA 15025
1-866-410-4952 www.cea-code.com

Policy E20-003-CEA

Effective September 1, 2014, all Commercial Electric permits issued by CEA will need to begin with an Application submitted by an Architect, Engineer, Licensed Electrical Contractor, General Contractor or Electrician to the main offices of CEA located at 1633 Route 51, Jefferson Hills, PA 15025. Application for Commercial Electrical Permit may also be faxed into CEA offices at (412) 405-9756 or emailed to CEA offices at: electrical@cea-code.com.

Applications are available by fax, mail or online at: www.cea-code.com

The Commercial Application will be reviewed by CEA Electrical Department and upon approval and payment an ELECTRICAL PLACARD will be issued by the Chief Electrical Inspector. This placard must remain in a visible area during all phases of electrical work or until "Final Inspection" is approved. Pennsylvania Uniform Construction Code (UCC) under Act 45 of 2004 permits up to 30 days for review and approval.

Any additional information requested by the Chief Electrical Inspector or Electrical Plans Examiner is the sole responsibility of the APPLICANT.

Any changes or change orders approved by the Architect or Engineer after a placard has been issued must be approved by the Chief Electrical Inspector or by the Electrical Plans Examiner prior to proceeding forward.

Payments due to CEA for Electrical Permit or Plans Examination are due PRIOR to the issuance of the placard. No inspections or final inspection shall be made until permit fees are paid in full. All additional payments for change orders or additions to original application must also be paid in full prior to any request for "final inspection".

All inspections requested of the Electrical Inspector must be submitted a minimum of 24-hours in advance of the request.

All cut card requests for power companies or certificate of electrical compliance requests must be submitted to CEA at least 5 days prior to any final inspection request.

Failure to comply with any portion of the Uniform Construction Code (UCC) or the current version of the NEC National Electrical Code may result in permit being suspended or withdrawn and the Building Code Official being notified for a "Stop Work Order" or Citation.



CODE ENFORCEMENT AGENCY

1633 Route 51, Suite 100, Jefferson Hills, PA 15025

1-866-410-4952 www.cca-code.com

PA L&I A191

Permit# _____

APPLICATION & PERMIT FOR ELECTRICAL INSPECTION

Applicant must complete required sections for issuance of certificate of compliance; no certificate will be issued on an incomplete application

Municipality _____ County, State _____
 Address _____ Lot # _____ Development _____
 Owner _____ Occupant _____
 Owner Telephone _____ Use of Structure _____
 Utility Company _____ Pole/Trans# _____ Meter# _____
 Directions _____

Type of Inspection: Service Entrance Rough Final Temp. Service Survey Other _____

Qty.		Qty.		Qty.	
Service Equip.	Amp	Receptacles		Oven	KW/Amp
Service Equip.	Amp	Switches		Range	KW/Amp
Service Equip.	Amp	Fixtures		Cooktop	KW/Amp
No. of Meters		Ceiling Fans		Dryer	KW/Amp
Sub Panels	Amp	Air Cond.	Hp/Amp	Pump	Hp/Amp
Sub Panels	Amp	Dishwasher	Hp/Amp	Whirlpool/Spa	
Sub Panels	Amp	Disposal	Hp/Amp	Hot Tub	
Sub Panels	Amp	Hood/Vent Fans		240 Volt Receptacle	

Type of Work: New Rewire Emergency

Qty.		Qty.															
Heat Pump		Disconnects	Amp														
Water Heater	KW/Amp	Disconnects	Amp														
Feeders		Disconnects	Amp														
Feeders		Emer./Exit Units															
Transformers	KVA	Other Equip.															
Transformers	KVA																
Transformers	KVA																
Smoke Alarms																	
Motors: Qty		1/20	1/12	1/10	1/8	1/6	1/4	1/3	1/2	3/4	1	1 1/2	2				
Motors: Qty		3	5	7 1/2	10	15	10	15	20	25	30	40	50	75	100		
Electric Heat: Qty		500	750	1000	1250	1500	1750	2000	2250	2500	2750	3000					

INVOICE for ELECTRICAL SERVICES – PAYABLE to CEA.

Applicant _____ Address _____
 Business Name _____ City, State, Zip _____
 Applicants Signature _____ Telephone _____ Fax _____
 Email _____

Fee Due at time of Application \$ _____ **No Inspection will be Finalized until payment is made.**

Inspector Signature: _____ Date: _____