



PA UCC Building Permit Application

PA License# _____

Contractor Information:

Primary 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.

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.
8. **All applicable life safety and proper equipment necessary for any construction project be in place and accessible during any phase of construction. Including construction dumpsters or refuse containers, porta -johns, fire extinguishers, proper construction addressing from roadway, display of proper PA UCC permit issued or public view.**

Construction Information

(Must be properly completed)

Building Type: _____ IBC Code Volume 2018 Sprinklered? _____

No of Stories: _____ Construction Type: _____

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 Alarm Permit Plumbing Permit Accessibility Permit

Estimated Construction Time: _____

Description of Project: _____

The permit applicant is required to submit construction documents in a format that has been approved by the Building Code Official. These documents must clearly indicate the location, nature, and extent of the proposed work. Furthermore, the documents must provide detailed information demonstrating that the proposed work will fully comply with 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: _____

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.

**** Permit Placard MUST be visibly displayed during all phases of construction efforts. In addition, applicant / contractor must have at least ONE set of approved design drawings onsite and available for all required inspections. ****

Commercial Electrical Permits and Information:

All PA UCC Building Permits (EXCLUDE) commercial electrical sections under the NEC including plans examination and permitting. ALL commercial electrical permits shall be applied for separately of this application.

PLEASE READ before Signing:

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.

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.

A sealed set of two (2) professional designed drawings in accordance with the PA UCC is required for **all** commercial building permit applications as per section 403.42(a) of the PA UCC. Additionally, any deferred submittals recorded shall be required to be approved by the Design Professional of record PRIOR to submission of the deferred documents. The Building Code Official, agents, plans examiners, inspectors, staff or municipal employee can NOT advise or assist in design advice or design adjustments to submitted documents.

NO final inspection or Certificate of Occupancy shall be granted until **all** aspects of the recorded sealed drawings are completed and inspected with required documentation and approvals of the Building Code Official. Required inspection requests and documentations are the responsibility of the applicant **prior** to any final inspection or approval.

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 _____
(Must be Legible)

Municipal Information

Jurisdiction Acceptance Date: _____ Time: _____.

By: _____

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



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

COMMERCIAL / INDUSTRIAL

Utility / Power Company Name: _____

Name on Permit (Applicant)

Responsible party / INVOICE: _____

Address of Permit: _____

Contact # () _____ Email: _____

Work Order # _____ Date Issued: _____

Electrician Information:

Name: _____ Contact # () _____

Company Name: _____ Contact# () _____

Type of Inspection: Single Phase 3 Phase 120/208v 220/240v 480v

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

Underground Generator Overhead Transformer Solar /PV

Signature of Requestor (legible)

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

**** ALL commercial electrical permits are excluded from any PA UCC permit issued by CEA. All applications must be properly filled out and procured for issuance.****

CODE ENFORCEMENT AGENCY
1633 Route 51, Suite 100, Jefferson Hills, PA 15025
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Electrical Permit Application – Narrative

****This narrative is intended for the applicant to help explain in detail the work order or scope of project being applied for under the International Residential & Commercial National Electric Code. All NEC (electrical) under 480V or 400Amps shall provide a narrative. CEA Electrical Plans Examiner may request a submittal of specs or designed engineered plans if necessary, as additional information to this narrative. Electrical Applications will not be reviewed without a narrative *or* stamped engineered design drawings.**

Applicant Name

Date _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

Signature of Applicant



CODE ENFORCEMENT AGENCY

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

1-866-410-4952

www.cea-code.com

2025 Guidelines for 2018 Codes

EXISTING COMMERCIAL PLANS EXAMINATION

Commonwealth of Pennsylvania Uniform Construction Code (PA UCC) Section 403.21(10) has adopted the International Existing Building Code (IEBC 2018).

All submitted plans and applications must have the following:

- 1) Applicant / Design Professional must declare on the application or sealed design plans the intended level of alteration 1, 2 or 3 that applies.
- 2) Applicant or Design Professional must declare which method is being used in the design. Prescriptive or Performance.
- 3) Applicant / Design Professional must submit the proper affected area of coverage as per the design layout in (ft²) as well as cost projection of the project (less MEP).
- 4) Applicant / Design Professional must submit documentation describing the 20% accessibility compliance IEBC 410.7 & Section 705.
- 5) Applicant / Design Professional must complete a review of all existing conditions where any fire / panic under Chapter 9 of the IBC & IFC complies. Any review of existing compliance must be detailed on the description sheets or must submit additional drawings and details of such design.
- 6) Any Mechanical (IMC), Electrical (NEC) or Plumbing (IPC) design plans, information or details must accompany the final designed sealed plans for initial plans examination.

105.4.3 Applicant responsibility. It shall be the responsibility of the applicant to ensure that the *construction documents* include all the fire protection requirements, and the shop drawings are complete and in compliance with the applicable codes and standards.

1. Any application for an existing commercial building (regardless of use category) shall require a review and opinion sealed by such design professional on record for the review of and plan of any related design subject to the International Fire Code (where adopted) or under the International Building Code. Such design opinion shall include all aspects of fire safety and panic in accordance with Chapters 7, 8 & 9 of the International Building & Fire Code.

****Any Change of Use / Occupancy** designs or applications must fully describe the intended change of use and adhere to the same guidelines as described in the above paragraphs.

**** Any Vacant / Unoccupied** commercial existing structure that intends to present an application for plans examination must follow the same guidelines as described in the above paragraphs.