

MERCER COUNTY
SPRINGFIELD

==== **TOWNSHIP, EST 1805** ====

406 Old Ash Road, Mercer, PA 16137

Ph: 724-748-4999 Fax 724-748-3859

office@springfield-mercer.org

PLEASE RETURN ALL APPLICATIONS TO SPRINGFIELD TOWNSHIP

Building Permit Application

TAX PARCEL #: _____ DATE: _____

SITE ADDRESS: _____ CITY: _____ ZIP: _____

OWNER: _____ PHONE: _____ CELL: _____

MAILING ADDRESS: _____ CITY: _____ ZIP: _____

EMAIL ADDRESS: _____

CONTRACTOR: _____ PHONE: _____ CELL: _____

CONTRACTOR ADDRESS: _____ CITY: _____ ZIP: _____

TYPE OF WORK OR IMPROVEMENT (Check all that apply):

New Building Addition Relocation Repair Demolition Other Mobile Home

Description of proposed work: _____

Estimated cost of construction (reasonable fair market value): \$ _____

Water Service: Public Private

Sewer Service: Public Private

Septic Permit #: _____

Zoning Permit #: _____ Zoning approval Date: _____

FLOOD PLAIN:

Is the site located within an identified flood hazard area? YES NO

Will any portion of the flood hazard area be developed? YES NO

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.

Lowest Floor Level: _____

HISTORIC DISTRICT:

Is the site located within a Historic District? YES NO

If construction is proposed within a Historic District, a certificate of appropriateness may be required by the Municipality.

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, set back lines, easements, right of way, flood areas, etc. Issuance of a permit and approval of construction documents should not be construed as authority to violate, cancel, or set aside any provisions of the codes or documents 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 permit shall be made by the owner or lessee 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 provisions of the code(s) applicable to such permit.

Plan Review and Liability Disclaimer

Richardson Inspection Services, LLC. Recommends that all projects be prepared by a design professional. The intent of the plan review process is to direct the applicant to the applicable code sections pertaining to his project to ensure that upon installation the project will conform to the PA Uniform Construction Code or "UCC". Richardson Inspection Services , LLC does not guarantee or assume any responsibility for the application of the information provided by the plans review process. It is the responsibility of the persons performing the work to ensure that all the provisions of the UCC that pertain to your project, including compliance with notes and details provided, are met prior to calling for an inspection. Richardson Inspection Services, LLC has been hired as the Building Code Official by the municipality and represents only the municipality. Richardson is acting on behalf of the municipality and acting as an employee of the municipality for the purposes of the Tort Claims Act. Richardson Inspection Services, LLC does not represent the owner of the property and is not working for the owner of the property.

Richardson Inspection Services, LLC (or any of its employees or sub-contractors charged with the enforcement of this code), while acting for the municipality in good faith and without malice. In the discharge of the duties required by the UCC or other pertinent law or ordinance shall not thereby be rendered liable. Richardson Inspection Services, LLC is hereby relieved from liability for any damage accruing to persons or property as result of any act or by reason of an act or omission in the discharge of its official duties unless otherwise provided by law.

I hereby certify as the owner that the proposed work is authorized.

Owner

Signature Date

(Please Note: Owner's Agent is not authorized to sign on behalf of the owner)

Print Name

Site Address

PROCEDURES FOR BUILDING PERMITS

**Richardson Inspection Services, LLC
2879 Mercer Butler Pike
Grove City, PA 16127**

When applying for a Building Permit from Richardson Inspection Services, LLC the following items are needed for submittal.

1. Building permit application
2. Set of Plans (see required plans for residential projects)
3. Septic Permit (If new home, adding a bedroom, or if system has been out of use for more than one year)
4. Driveway Permit (If applicable)
5. Zoning Permit (if applicable)
6. Plan review and Liability Disclaimer signed by the owner.
7. Workman's Comp (Homeowners doing their own work are exempt)

After submitting these items your plan review will be processed and your permit available in 1-2 business days. Note your inspection fees must be paid before receiving your permit. Your permit may be picked up at the Township Office or e-mailed to you depending on location.

Richardson Inspection Services, LLC guarantees your inspection the next business day if your inspection is called in prior to 3:00 pm Monday thru Friday. Please be sure to schedule all inspections through the office at 724/406-0031.

If you need to reach Jeff, your inspector for code questions, you may contact him directly on his cell phone at 724/406—0401.

Should you have any questions or need additional information please feel free to contact our office at 724/406-0031.

NOTE: When calling in your inspection the following information is required:

- * Township/Borough or Building Permit Number
- * Site address
- *Type of Inspection
- * Your name and phone number

*If all the above-mentioned items are not provided
your inspection cannot be guaranteed the next day.*

Richardson Inspection Services, LLC
2879 Mercer Butler Pike
Grove City, PA 16127
Phone: 724/406-0031
Fax: 724/406-0119

Building Plan Requirements for Residential Projects

**Note: Plans may be hand drawn and are not required to be to scale.
Plans must be complete to avoid an additional fee.**

1. MUST INCLUDE TAX PARCEL NUMBER ON BUILDING PERMIT APPLICATION.
 - a. If you are not able to locate it the Twp can get this for you.
2. FLOOR PLAN SHOWING:
 - a. Exterior dimensions
 - b. Identify use of all rooms
 - c. Size and location of all doors and windows
 - d. Size and location of any stairs
3. FLOOR FRAMING PLAN SHOWING:
 - a. Size, spacing, and orientation of floor joists, piers, and girders
4. ROOF FRAMING PLAN SHOWING:
 - a. Size, spacing, and orientation of roof rafters and ceiling joists
5. WALL SECTION:
 - a. A sectional view showing the footing, foundation, floor joist, wall framing and roof framing. All coverings-wall, ceiling, and roof; and all insulation.

RICHARDSON INSPECTION SERVICES, LLC

2879 Mercer Butler Pike

Grove City, PA 16127

Phone: 724/406-0031

Fax: 724/406-0119

FINAL INSPECTION CHECKLIST

COMMERCIAL

- *All construction, inspections, and corrections are completed in accordance with approved plans and inspected.
- * Fire extinguishers mounted
- *Illuminated exit signs in place
- *Emergency lighting installed (including remote heads outside)
- *Tactile exit signs in place
- *Accessible parking and accessible route in place

RESIDENTIAL (FINAL CERTIFICATE OF OCCUPANCY)

- *All construction, inspections, and corrections are completed in accordance with approved plans and inspected.
- *Steps, railing, and 3' X 3' landing (if applicable) installed to code at **every** exterior door.

TEMPORARY CERTIFICATE OF OCCUPANCY

- *No hazards with functional kitchen and bathroom.
- *All required handrails and guardrails to code.
- *Electrical work as follows:
 - Egress lighting complete, 2 receptacles per room, all fgi and arc fault protection in place, any unused portions of system properly blocked off and smoke/carbon detectors in place per code.
- *Plumbing work as follows:
 - Functional kit sink and one complete functional bath, all unused portions of system property capped.
- *Heating complete.
- *Secure, stable, temporary steps with landings in place at primary entrance. Other exterior doors must function but have a securely affixed guard (to code) that prevents accidental passage.