

Parcel # _____

Building Permit Application



Please Note: PLANS – Full construction drawings are to be kept on file in the Township Office

SEWAGE PERMIT – Copy to be presented with application

DRIVEWAYS – Permits for all road encroachments must be secured

A Building Permit issued pursuant to this application is valid only for 6 months: Provided that construction is commenced within such period.

Applicant's Name _____

Address: _____

Phone # Home _____ Work _____ Cell _____

Owner's Name _____

Address: _____

Phone # Home _____ Work _____ Cell _____

Job Site Location _____

Subdivision Name _____ Lot # _____

Lot Size _____

Type of Improvement (check one or all that apply)

New Building _____ Addition _____ Alteration _____
Wrecking _____ Moving _____ Other _____

If other is checked above then describe the type of improvement:

Proposed Use (Residential)

One Family _____ Two Family _____ Hotel/Motel _____
Shed _____ Garage _____ Other _____

If other is checked above then describe the type of residential use:

Proposed Use (Non-Residential)

Amusement _____ Church _____ Industrial _____ Parking _____
Utility _____ Hospital _____ Office _____ Store _____
Other _____

If other, then describe the type of improvement:

Describe in detail the proposed use of the building, (such as food processing, machine shop, parking garage, laundry building, etc...). If the use of the existing building is being changed from the current use, describe the new use.

Cost of Improvement

Building _____
Electrical _____
Plumbing _____
Heating/Air _____
Other _____
TOTAL COST: \$ _____

Principle Type of Construction

Masonry (Wall Bearing) _____
Wood Frame _____
Steel Structure _____
Reinforced Concrete _____

Floor Area

Sq. Ft. of Building Foot Print _____
Total Sq. Ft. of Living Space _____
Sq. Ft. of unfinished Basement _____
Sq. Ft. of attached Garage _____
Sq. Ft. of Porch or Decks _____
Sq. Ft. of detached accessory
bldgs. including sheds, garages,
and similar structures _____

Type of Sewage Disposal

Community System _____
Private (On-Lot System) _____

Type of Water Supply

Community System _____
Private (Well) _____

Principal Type of Heating

Gas _____ Oil _____ Electric _____
Other (Describe) _____

Size of Building

Number of Stories _____
Width _____ Length _____
Height – from finished grade
to highest point of structure _____

Central Air Conditioning Yes _____ No _____

Commercial Bldg – total Sq. Ft. _____
(all floors including basement)

Facilities

of Proposed Bedrooms _____
of Existing Bedrooms _____
of Proposed Bathrooms _____
of Existing Bathrooms _____

Number of Off-Street Parking Spaces

Enclosed _____ Outdoor _____

Contractor's Information

Name _____ Phone # _____

Address _____

Contact Person _____ Phone # _____

Architect / Engineer

Name _____ Phone # _____

Address _____

Contact Person _____ Phone # _____

The information shown on this application is to supplement the review of the construction drawings and is not intended to replace them. Any applicant that is unable to submit the appropriate drawings and complete the application should seek the advice of an architect or other design professional.

Complete this page for all wood frame construction

Footings

Size	Size of Support Column Footer
Width _____	Size _____
Height _____	Height _____
Depth Below Grade _____	

Is there an elevation change that will require a step in the footing? Yes _____ No _____

Foundation

Poured Concrete.....Wall Thickness _____	Maximum Height of
Concrete Block.....Wall Thickness _____	Unbalanced Backfill _____
Other (specify) _____	(Unbalanced fill is measured from the concrete floor to outside grade elevation)

Sill Plate

Size: 2 X 6 2 X 8 Other _____
 Type: Pressure Treated Untreated
 Anchors: 1/2" Lag Bolts Steel Straps
 (spacing 6' minimum) (manufacturer's spacing requirements must be submitted for steel strap anchors)

What is the minimum measurement from the sill plate to the finished grade? _____
 (The Building Code requires a measurement of at least 6 inches between the final grade and all wood surfaces)

Girder

Steel: Size _____ Spacing of support columns _____
 Wood: Size _____ Spacing of support columns _____
 Other: (explain) _____

Floor Joists

<u>First Floor</u>	<u>Second Floor</u>	<u>Type of Roof</u>
Lumber Size _____	Lumber Size _____	A. Engineered Truss <input type="checkbox"/>
Spacing _____	Spacing _____	B. Built on Site <input type="checkbox"/>
Max Span _____	Max Span _____	Length of Rafter _____
		Lumber Size _____
		Spacing _____
		Rafter Slope _____

Ceiling Height

Basement _____
 First Floor _____
 Second Floor _____
 Third Floor _____

Exterior Wall Studs

Size _____ Spacing _____

Chimney

Type: Steel Masonry
 Type of Appliance: Gas Oil
 Solid Fuel (wood, coal, etc.)

Bracing: Diagonal Plywood Other

Location of Improvements

Submit a plot plan of the boundary of the property, to scale, showing the following improvements:

- 1) Location on all existing and proposed structures and buildings
- 2) Septic Systems (tanks and drain fields)
- 3) All public and private roads that border the property
- 4) All streams, ponds, etc...
- 5) Driveways and parking, loading areas, etc...
- 6) Any easements or right of ways

A large grid for drawing a plot plan. The grid is approximately 20 units wide and 30 units high, with a slightly irregular rectangular shape. It is intended for a scale drawing of property boundaries and improvements.

I hereby certify that the proposed work is authorized by the owner of record and that I am or have been authorized by the owner to make this application as his or her authorized agent and that we agree to confirm to all applicable laws of jurisdiction. I also certify that I have read the supplemental forms outlining inspection requirements and procedures and agree to comply.

Signature _____ Date _____

NEW HANOVER TOWNSHIP BUILDING INSPECTION REQUIREMENTS

All inspections require at least a 24 hour notice. To schedule an inspection call New Hanover Township at 610-327-2535 or 610-754-6452. Leave your name, phone number, permit #, location and type of inspection requested.

Special Notes:

1. The contractor should verify all building dimensions and zoning setbacks before excavation begins.
2. Smoke detectors shall be hard wired with a battery backup and installed in each separate sleeping room, outside each separate sleeping area and on each additional story of the dwelling unit including basement and cellar.
3. All sleeping rooms shall have at least one emergency escape & rescue opening.
Windows shall meet the following requirements:
 - The maximum sill height shall be 44".
 - First floor windows shall have a minimum 5.0 sq. ft. net opening.
 - Second floor windows shall have a minimum 5.7 sq. ft net opening.
 - Minimum window opening width: 20", minimum window opening height: 24".

Inspections Required:

Footing Inspection – This inspection is made after the trenches or basement areas are excavated and forms erected, but prior to placing of concrete.

Foundation Inspection – This inspection is made after the foundation walls are in place and properly moisture protected. The foundation/footing drains will also be inspected at this time.

Open Wall Inspection – This inspection is made after the roof, masonry, all framing, firestopping, draftstopping materials, and bracing are in place and after the plumbing, mechanical, and electrical systems are routed. A rough electrical inspection shall also be performed by the Township's designated electrical inspector prior to the installation of insulation, drywall, or plaster.

Insulation Inspection – This inspection is made after all wall, floor & ceiling installation is completed. Prior to an occupancy permit being issued, a permanent certificate shall be posted on the electric distribution panel. The certificate shall list the R-values of all installed insulation, the U-factors for fenestration and the efficiency of heating, cooling and service water heating equipment.

Drywall / Plaster Lath Inspection - This inspection is made during and after drywall and/or lath is installed or in the process of being installed. Fastening requirements are pursuant to the International Residential Code and available from the Code Enforcement Officer upon request.

Final Inspection - This inspection is made after the building is completed and ready for occupancy. A final inspection certificate will be issued only after all federal, state, and local regulations are in compliance.

Contractor's Signature

Owner's Signature