TOWNSHIP OF UPPER ST. CLAIR
DEPARTMENT OF COMMUNITY DEVELOPMENT
1820 McLaughlin Run Road
Upper St. Clair, PA 15241
412.831.9000, Ext. 501
www.twpusc.org

CHECKLIST FOR APPLICATION FOR COMBINATION PERMIT

[FOR NEW RESIDENTIAL CONSTRUCTION AND ADDITIONS]

Application MUST include the following:

- ☐ Completed application form, signed by property owner AND contractor, if contractor is not the owner.
- ☐ Contractor must provide current *Certificate of Workers Compensation Insurance* naming the Township of Upper St. Clair as Certificate Holder (or check appropriate section on application form regarding lack of Worker's Compensation Insurance.)
- ☐ Completed application for *Electrical Inspection* form, if any electrical work is to be done. *Application available in Community Development Office.*
- ☐ Two (2) copies of survey (plot plan) to scale (not reduced or enlarged) showing proposed construction. For new single family and multi-family, include location of outside air conditioning units and generators.
- ☐ If new single family construction results in excavation or fill, other than for a foundation, exceeding 100 cubic yards or creates a slope exceeding 2 horizontal to 1 vertical, then a *Grading Permit* is required in addition to the building permit. [§71.4.3.1. of the USC Township Code.] *Application available in Community Development Office.*
- ☐ Two (2) copies of construction plans signed and sealed by an architect or engineer registered in Pennsylvania.
- ☐ Fee: check made payable to *Township of Upper St. Clair* OR cash. If cash, please have correct amount. (Be sure to complete "*Estimated Cost of Construction*" section of application form.)

APPLICATIONS WILL BE PROCESSED IN THE ORDER IN WHICH THEY ARE RECEIVED.

INCOMPLETE OR PARTIALLY COMPLETE APPLICATIONS CANNOT BE ACCEPTED FOR PROCESSING.

APPLICATION FOR COMBINATION PERMIT

Township of Upper St. Clair
1820 McLaughlin Run Road, Upper St. Clair PA 15241
Phone: 412.831.9000 Ext. 501 FAX: 412.854.0773
www.twpusc.org

OFFICE USE
CASE NO: *BLD/ZON*

I (We) hereby make application for permits by ***submitting herewith two plot plans and two sets of plans and specifications signed and sealed by an architect or engineer registered in the state of PA (see 34 Pa. Code §403.42a of the Uniform Construction Code).*** For detached one or two-family dwellings not more than 3 stories in height & their accessory structures, the International Residential Code 2009 Edition & Township's Chapter 51 will apply. For all other structures the International Building Code, 2009 applies.

Property Address: **(For new building or dwelling, Township will assign new property number)**	**Lot No.:**

Property Owner(s) Name:

Address*(if different from above)***:** **City:** **Zip:**

Home Phone:	**Email:**	**Cell Phone:**
Tenant Name:		**Phone:**

General Contractor Name: **| Email:**

Address: **City:** **Zip:**

Emergency Contact:	**Business Phone:**	**Cell Phone:**

Proposed Project:

WORKERS COMPENSATION ACT – TO BE COMPLETED BY CONTRACTOR

Contractor, in compliance with Act 44 of 1993, hereby submits: **(PLEASE CHECK ONE)**

- ❑ Certificate of Insurance ( ) Attached ( ) On File
- ❑ Certificate of Self-Insurance ( ) Attached ( ) On File
- ❑ Affidavit of Exemption ( ) Attached
- ❑ Contractor/Applicant is a sole proprietorship without employees
- ❑ Contractor/Applicant is a corporation or partnership and the only employees working on the job have and are qualified as "Executive Employees" under Section 104 of the Workers Compensation Act. Please explain:

Contractor's Federal or State Employer ID No. (EIN):	**Company Name:**
Print Name:	**Print Title:**

CONTRACTOR'S STATEMENT:

I hereby agree to comply with the provisions of the Codes and Regulations of the Township of Upper St. Clair and all other applicable laws and regulations of Allegheny County, Commonwealth of Pennsylvania and the United States, whether or not specified in this application. My signature on behalf of or as the Contractor for this building permit constitutes my verification that the statements contained here are true and that I am subject to the penalty of 18 Pa. C.S.A. §4904 relating to unsworn falsification to authorities.

_____ _____

Contractor's Signature **Date**

PERMIT TYPES AND FEES (check applicable permits below)

ESTIMATED CONSTRUCTION COST:

$ _____

❑ **BUILDING:** NEW RESIDENTIAL DWELLING: ***$35*** *+ $0.28 per sq. ft. of living area including basement, garages, & finished attics.* **SQ. FOOTAGE**: _____ RESIDENTIAL ADDITIONS/ALTERATIONS: ***$35*** *+ $4 for each $1,000 over $10,000* (round up to the nearest thousand) *GRADING PERMIT FOR NEW SFD:* Complete *Application for Grading Permit* if required. **PA STATE PERMIT SURCHARGE** **SUB TOTAL**	$_____ $_____ **$ 4.00** $_____
❑ **ZONING:** **$25** if by Conditional Use, Special Exception or Planned Development or if no Building Permit required No fee if single family.	$
❑ **ELECTRICAL:** Complete "Application for Electrical Inspection" form. *See MDIA form for fee schedule	$
❑ **ELECTRICAL:** IF NEEDED: For Temp. Power Pole - **$55**	$
❑ **DRIVEWAY:** **$20** - [$0 FOR NEW RESIDENTIAL CONSTRUCTION]	$
❑ **STREET OPENING:** **$60** Required for new single family construction on streets accepted by Twp. (covers all openings)	$

TOTAL FEES FROM ABOVE

TOTAL: $

Payable to: ***"TOWNSHIP OF UPPER ST. CLAIR"***

OFFICE USE
CASH REC# CHECK #/BANK NAME:

❑ **SEWER PERMIT**: $1500 + $1000 per EDU	# EDU'S TO BE ADDED:	WATERSHED:

TOTAL SEWER PERMIT FEE

TOTAL: $

Payable to: ***"TOWNSHIP OF UPPER ST. CLAIR SANITARY SEWER FUND"***

OFFICE USE
CASH REC# CHECK #/BANK NAME:

PROPERTY OWNER'S STATEMENT

I hereby certify that the above information is true and correct to the best of my knowledge and belief. I further agree to comply with the provisions of the Codes and Regulations of the Township of Upper St. Clair and all other applicable laws and regulations of Allegheny County, Commonwealth of Pennsylvania and the United States, whether or not specified in this application. In addition, I agree that if a permit is issued, the permit may be revoked by administrative action of the Township of Upper St. Clair for failure to comply with said laws and regulations.

_____ _____

PROPERTY OWNER'S SIGNATURE DATE

SPECIFICATIONS FOR THE ERECTION OF NEW BUILDINGS OR ALTERATIONS OF EXISTING BUILDINGS

Type of building to be erected:		Circle One: Permanent/Temporary?
Material of building:		Use of building:
No. rooms:	No. baths:	How many families:
No. of storerooms:	No. office rooms:	
Size of Lot: No. Feet Front:	Feet Rear:	Feet Deep:
Size of building over widest living projection: No.Feet Front:	No.Feet Rear:	No. Feet Deep:
No. feet in height from sidewalk or surface of ground to highest point of roof:		What is the % of ground covered by building(s)
Height of Cellar or Basement: 1st story: 2nd: 3rd: 4th:		Size of footer for foundation walls:
Chimney butts:	Size of footer for cellar posts:	Height of foundation wall above ground at highest point:
Nature and kind of earth building is to be built upon:(State whether there is any filled ground)		Will cellar be under entire building?
Construction of chimneys: Material: Size of flue lining:		Will roof be flat, pitched or mansard? Pitch?
Material of roofing:		
How is building heated?		
Size and spacing of joists or beams: 1st story: 2nd: 3rd: 4th:		Size and spacing of ceiling joists: Size and spacing of rafters:
Will building be air-conditioned?	Type of unit:	
Will garage be integral part of dwelling?	State whether fireproof throughout, with kind of materials used:	
Net lot area exclusive of right-of-way in square feet:		
Lot coverage of principal structures in square feet:	Percentage of lot covered by principal structures:	
Lot coverage of accessory structures in square feet:	Percentage of lot covered by accessory structures:	

Is the site located within the identified floodplain area?
If YES, attach required certification by *registered* professional engineer or architect and appropriate component of DER "Planning Module for Land Development". Please complete next items:

100 year flood elevation:_____ Lowest floor elevation of existing structure(s):_____

Lowest floor elevation of proposed structure(s):_

For other than single family: Gross leasable floor area in sq. ft., existing and proposed:

Designation of officer, representative or person in charge of construction upon whom and to whom all notices shall be served (this designation not mandatory unless Applicant is a firm or corporation:

Property Owner(s) sign here:

NOTE: Where not mentioned in the above specifications or on drawings submitted herewith, I agree to be governed by the Building Code of Upper St. Clair or any special building instruction which may be given by the Chief inspector, together with the Zoning Code in effect when erecting the above building or buildings.

Residential Energy Code Worksheet

New residences and additions to existing structures are required to comply with the Uniform Construction Code, as amended, which is currently based on the 2009 edition of the International Residential Code (Chapter 11) and the 2009 edition of the International Energy Conservation Code (Chapter 4).

Project: ☐ 1-2 Family Dwelling ☐ Townhouse ☐ Addition

CHECK THE APPROPRIATE OPTION BOX AND PROVIDE DOCUMENTATION THAT VERIFIES THE ENERGY CODE COMPLIANCE FOR YOUR PROJECT.

☐ OPTION #1

Chapter 11, International Residential Code or Chapter 4, International Energy Conservation Code

Insulation and Opening (*Fenestration*) Requirements

Climate Zone	Maximum Fenestration *U*-Factor	Maximum Skylight *U*-Factor	Minimum Ceiling *R*-Value	Minimum[1] Wood Frame Wall *R*-Value	Minimum Mass Wall *R*-Value	Minimum[2] Floor *R*-Value	Minimum[3] Basement Wall *R*-Value	Minimum[4] Slab *R*-Value & Depth	Minimum[3] Crawl Space Wall *R*-Value
5	0.35	0.60	38	20 or 13+5	13	30	10 / 13	10 / 2ft	10 / 13

1. "13+5" means R-13 cavity insulation plus R-5 insulated sheathing.
2. Or insulation sufficient to fill the frame cavity, R-19 minimum
3. The first R-Value applies to continuous insulation, the second to framing cavity insulation; either insulation meets the requirement.
4. R-5 shall be added to the required slab edge R-Values for heated slabs.

Equivalent Minimum U-Factors[1]

Climate Zone	Fenestration *U*-Factor	Skylight *U*-Factor	Ceiling *U*-Factor	Frame Wall *U*-Factor	Mass Wall *U*-Factor	Floor *U*-Factor	Basement Wall *U*-Factor
5	0.35	0.60	0.030	0.060	0.082	0.033	0.059

1. No fenestration *U*-factors shall be obtained from measurement, calculation or an approved source.

403.2 - Ducts Insulation

Supply and return ducts shall be insulated to a minimum of R-8. Ducts in floor trusses shall be insulated to a minimum of R-6. Exception: Ducts or portions thereof located completely inside the building thermal envelope.

402.2.10 - Thermally Isolated Sunroom Insulation

The minimum ceiling insulation R-values shall be R-24 in zones 5 though 8. The minimum wall R-value shall be R-13 in all zones. New wall(s) separating a sunroom from conditioned space shall meet the building thermal envelope requirements.

☐ OPTION #2

Software report (RES*check* ™ www.energycodes.gov free software downloads)

Design conditions must reflect as follows: Energy Code = 2009 IECC
Location = Pittsburgh
Heat Design Days = 5212
Climate Zone = 5

☐ OPTION #3

Approved above-code programs (such as Energy Star® or LEED)

Attach supporting design documentation. A letter certifying compliance by the service provider must be provided at the time of final inspection.

GUIDELINES FOR ADDITIONS

The following is to be used as a guideline and is not all-inclusive.

ADDITIONS

FLOOR PLANS

- Dimensioned clearly - indicate new vs. existing & scale of drawing

EXTERIOR ELEVATIONS - (all applicable views)

- Show scale of drawing
- Designate new from existing
- Show building materials (sizes/types) and indicate w/ arrows
- Indicate any special materials, such as tempered glass, etc.
- Dimensions: note vertical & horizontal
- Show footer dimension depth with reinforcing rods, and size

CONSTRUCTION SECTION

- Construction materials
- Depth of footer (must be a min. of 36" below grade)
- Show size and spacing of structural members
- When cutting through a load-bearing wall, show size of new header or other structural member to carry load, bearing points, point loads, load transfer to foundation
- Fireplace: show hearth extension, clearances from combustibles

WALL SECTION

- Show all dimensions where necessary
- Show all material, sizes, etc.
- Show size/spacing of structural members
- Show insulation material, flashings, damproofing
- Show scale

PLAN VIEW

- designate new from existing & show scale
- all dimensions shall be given (including porch and bay window)
- show size and spacing of structural members.
- when cutting through a load-bearing wall, show size of new header or other structural member to carry load.
- fireplace - show hearth extension

EXTERIOR ELEVATIONS Show scale

- designate new from existing & show scale
- dimensions (note vertical and horizontal)
- show all materials being used, sizes, etc.
- show footers dotted and dimension depth

WALL SECTION

- show scale
- dimensions where necessary
- all material, sizes, etc.
- size and spacing of structural members
- insulation material, flashings, damproofing

IECC CODE (International Energy Code Council) REQUIREMENTS

- show R-value
- show window values
- use either REScheck or *Pennsylvania Residential Energy Provisions Worksheet, see attached*