

**CUSTOMER ASSISTANCE GUIDE
BUILDING PERMIT APPLICATION SUBMITTAL REQUIREMENTS**

**DETACHED STRUCTURES (1000 SQ FT OR MORE)
ACCESSORY TO DETACHED ONE FAMILY DWELLING**

(Shed – Detached Garage – Pavilions – Etc)

- Please read all of the following information.
- The following is a check list. You must have a “checkmark” in all the sections listed below prior to submitting your application.

_____ “Affidavit of Exemption” (See attached form) If you are hiring a contractor to construct your structure, and they have workers’ compensation, have the contractor or their insurance carrier provide us with a “Certificate of Insurance” showing proof of such. If the homeowner or a contractor without workers’ compensation is constructing the structure, the attached form must be completed and notarized.

_____ A site plan showing the proposed detached accessory structure, the outside dimensions of the structure, the distances in feet, to the front, sides, and rear property lines.

_____ Two (2) sets of construction drawings that **show in detail** code compliance for all of the work proposed, to include **but not limited to** the following information;

- _____ Footing detail including depth below frost line.
- _____ Type of foundation.
- _____ Roof rafter size (2x6, 2x8, 2x10, etc).
- _____ Rafter spacing (16” on center, 24” on center, etc).
- _____ Thickness and type of roof sheathing.
- _____ Ceiling joist size and spacing.
- _____ Floor joist size and spacing.
- _____ Wall sections showing top, bottom plates and headers.
- _____ Location and size of all beams, girder/headers.
- _____ Sizes of all doors.
- _____ Plumbing Plans if applicable.
- _____ Mechanical Plans if applicable.
- _____ Electrical Plans if applicable.
- _____ Wall bracing detail (material, length and fastening).

_____ Completed building permit application.

MDIA will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be marked “approved”. A building permit will be issued and the applicant will be notified of the inspection fees and when they can pick-up the permit at the Municipal Building. All fees shall be paid prior to the issuance of the permit. Then use the inspection procedures provided to have all of the required inspections performed.

OHIOVILLE BOROUGH / BEAVER COUNTY, PENNSYLVANIA
APPLICATION FOR BUILDING PERMIT
(ORDINANCE NO. 8 ENACTED AND ORDAINED FEBRUARY 7, 1963)

Permit No. _____

Date of Application: _____ Home No. () _____
Name of Property Owner: _____ Work No. () _____
Cell No. () _____
Property Owners Address: _____

Location of Property: _____ Parcel No. _____
Name of Subdivision / Plan: _____ Lot No. _____

Name of Contractor: _____ Contractor's
Address of Contractor: _____ Phone No: () _____

Total Size / Acreage of Tract _____ Setbacks: Front _____ Left Side _____
Size Yard: Front _____ R Side _____ Right Side _____ Rear _____
L Side _____ Rear _____

Drawing of Lot/Property: List neighbors on all sides, roads bounding property/lot, all buildings and or structures on lot. (include sheds, swimming pools etc. approximate locations)

State all deed restrictions and covenants, if any, governing construction on the property to be built upon:

Type of Improvement or Construction: (must be submitted in detail) Residential / Commercial (Circle One)
IE: New Construction, Addition, Alteration/Improvement

Type of Building: IE: Dwelling, Mobile Home, Modular Home, Garage, Pole Barn, Deck, Deck/Roof, Swimming Pool, Pool/Deck, Other _____
Having dimensions of: _____ No. of stories _____
Decks only: _____ inches above grade of deck floor
Pools only: Size _____ Refer to Ordinance No. 123 for details.

List type of materials to be used: IE - Wood, Brick, Concrete Block, Vinyl Siding, Etc.

Estimated Cost of Construction/Improvement: _____ Estimated length of
time for project _____

THIS FORM REQUIRES A NOTARY SEAL

AFFIDAVIT OF EXEMPTION

The undersigned affirm that he/she is not required to provide workers compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

_____ Property owner performing own work. If property owner does hire contractor to perform any work pursuant to building permit, contractor must provide proof of workers' compensation insurance to the municipality. Homeowner assumes liability for contractor compliance with this requirement.

_____ Contractor has no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the municipality.

_____ Religious exemption under the Workers' Compensation Law. All employees of contractor are exempt from workers' compensation insurance (attach copies of religious exemption letter for all employees).

Signature of Applicant

County of _____

Municipality of _____

Subscribed, sworn to and acknowledged before me
by the above _____ this _____ Day
of _____
20 _____.

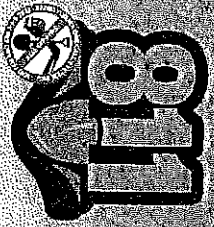
SEAL

Notary Public









**Safe digging is
no accident!**

**Know what's
below.**

**Dial 8-1-1
before you dig.**



TEMPORARY MARKING GUIDELINES

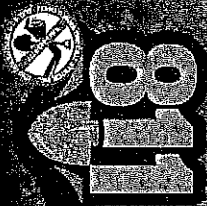
	WHITE	Proposed Excavation
	PINK	Temporary Survey Markings
	RED	Electric Power Lines, Cables, Gas, Oil, Steam, Refrigerant or Sewer Lines, Telephone or Fiber Optic Cables
	YELLOW	Gas, Oil, Steam, Refrigerant or Sewer Lines, Telephone or Fiber Optic Cables
	ORANGE	Communications, Alarm or Security Lines, Cables or Cords and Antennae
	BLUE	Publicly Owned
	PURPLE	Proposed Water Ingestion and Slurry Walls
	GREEN	Sewers and Drain Lines

The following information is needed when you call PA One Call System.

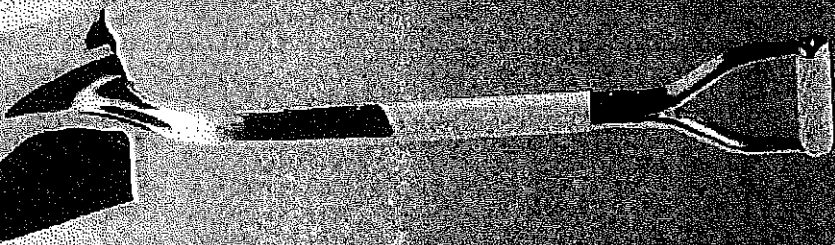
YOUR TELEPHONE NUMBER
YOUR MAILING ADDRESS
COUNTY - The name of the county where the work will take place
MUNICIPALITY - City, Township or Borough where the work will take place
THE ADDRESS WHERE THE WORK WILL TAKE PLACE
THE NEAREST INTERSECTING STREET TO THE WORK SITE
THE NAME OF A SECOND INTERSECTION NEAR THE WORK SITE
IS THE PROPOSED EXCAVATION AREA (WORK SITE) MARKED IN WHITE - Yes or No
OTHER INFORMATION THAT WOULD HELP THE LOCATOR FIND THE SITE - Carrying information to specify the exact location of the dig
WHETHER THE WORK WILL TAKE PLACE IN: Street, Sidewalk, Public or Private Property
THE APPROXIMATE DEPTH YOU ARE DIGGING
THE EXTENT OF THE EXCAVATION - The approximate size of the opening, the length and width or diameter
THE METHOD OF EXCAVATION - How will the earth be moved?
WHO IS THE WORK BEING DONE FOR
PERSON TO CONTACT IF THE UTILITIES HAVE QUESTIONS
THE CONTACT PERSON'S PHONE NUMBER - The phone number with area code for daytime contact
THE BEST TIME TO CALL
FAX NUMBER AND/OR EMAIL ADDRESS - The responses from the facility owners will be sent to you
SCHEDULED EXCAVATION DATE AND START TIME - not less than 3 business days or more than 10 business days
DURATION OF A JOB - How long will the job take
ANY ADDITIONAL REMARKS YOU MAY HAVE

You will be given a 10 digit serial number as confirmation of your call and our system will send you the responses from the utilities on the morning of your scheduled excavation date via fax or email

Know what's below.
Dial 8-1-1 before you dig.



www.pa811.org



What do we do?

We are the "Call before you dig" company for all of Pennsylvania. If you plan to disturb the earth with powered equipment, you are required by Pennsylvania law to notify the underground utility companies of your intent to do so. Notification occurs by calling 8-1-1 or 1-800-242-1776, 24 hours a day, every day of the year. Notification can also be done on our website at www.paonecall.org.

We will then notify the utility companies nearby of your intent to dig. The utility companies are responsible to mark where their underground lines are located with colored flags, paint or chalk.

Please Note

- PA One Call does not mark utility lines.
- In some cases, the utility company may not mark the service lines you own.
- If you need your sewer drain cleared be sure to check www.paonecall.org/crossnote or call before you dig.
- Information will still be provided to you at www.paonecall.org.

Why should you call?

Safe digging is no accident! If you are installing a fence or deck, or digging for a mailbox, post, patio or other excavation project, it is important to know what's below. Dial 8-1-1 or 1-800-242-1776 before you dig. The utility companies do not want an accident either. The best way to learn where underground utility lines are located is to call before you dig.

For more information, visit www.pa811.org.



Homeowner Quick Tips

- One easy phone call to 8-1-1 three to ten business days before digging begins helps keep your neighborhood safe.
- Call on Monday or Tuesday if you plan to dig on Saturday or Sunday.
- The utility companies will mark where their underground lines are located with colored paint, flags or chalk.
- Do not remove the flags if you see them in your yard.
- Our service is no cost to homeowners.
- Did you hire someone to install your fence, deck or new patio? Ask to see the PA One Call serial number before allowing them to dig on your property.

The Excavator's Responsibility

- Dial 8-1-1 or 1-800-242-1776.
- Do not allow anyone to excavate on your property without calling.
- Always look for the markings on the ground before your dig date.
- If you do not see markings, do not allow anyone to dig. Wait for the lines to be marked by the utility.
- Whoever places the call will receive an email or fax with a list of facility owners who have marked or have not marked. Pay attention to this message.
- Respect the markings by not removing flags or disturbing the actual markings.
- Exercise care around the marked lines by hand digging.
- When the project is complete, the excavator should remove the flags or marks from the ground or pavement.
- Report mishaps by dialing 8-1-1. Report emergencies by dialing 9-1-1.