

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

DEMOLITION CONSTRUCTION GUIDELINES

- Notify PA One Call at 800-242-1776 or at www.paonecall.org at least 3 days prior to start of any demolition or excavation.
- Identify the type and location of site utilities such as gas, electric, water service lateral, public sewer lateral, on-lot well or on-lot sewer system on the site plan.
- Utility Disconnections: Service utility connections shall be disconnected and capped in accordance with the approved rules and requirements of the applicable governing authority. International Building Code Section 3303.6.
- Identify on the site plan if any existing underground or aboveground storage tanks. (combustible and flammable liquids) are present on the property. A separate permit shall be applied for and obtained prior to removal of any storage tanks. Permit shall be obtained from the Pennsylvania Department of Labor and Industry.
- Asbestos shall be removed in accordance with Pennsylvania Department of Environmental Protection Air Quality's regulations. View the department's website at <http://www.depweb.state.pa.us/dep/site/default.asp>. Asbestos removal is regulated by the Department of Labor and Industry. Call Pennsylvania Department of Labor and Industry at 717-772-3396 for more information.
- Pedestrian Protection: The work of demolishing and building shall not commence until pedestrian protection is in place. Refer to Section 3306 of the 2009 IBC for specific protection requirements. IBC Section 3303.2.
- Site Maintenance: Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade. Only clean fill is to be used in backfilling of demolished structures. IBC Section 3303.4.
- Water accumulation: Provisions shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property. IBC 3303.5.
- Future construction (if applicable) requires backfilling with approved engineered fill or excavation to virgin soil.

DEMOLITION PERMIT CHECKLIST AND CONSTRUCTION GUIDELINES

Complete the following checklist for the building demolition. Items that require an acknowledgement only mark with your initials. Items which do not apply, mark with "N/A" or not applicable.

- _____ Completed permit application form with the required permit fee.
- _____ Two (2) site plans clearly identifying the location and footprint square footage of the structure(s) being demolished.
- _____ Acknowledge that the electrical service has been disconnected by the serving utility.
- _____ Acknowledge that the gas service has been disconnected by the serving utility.
- _____ When on-lot septic systems are present: (1) Tanks must be pumped. (2) any associated piping must be removed and properly disposed of, and (3) tanks must be removed and properly disposed of or abandoned in-place with holes punched in the tank bottom and filled with clean fill.
- _____ When public sewer is present and the lateral is being abandoned: Laterals must be capped at the public main as directed by local sewer authority.
- _____ On-lot wells to be abandoned shall have the pump removed: the shaft shall be filled with clean stone and permanently capped 12" below finished grade.

Authorized Agent/Property Owner Signature _____

Date _____

**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 _____ RSide _____

Right Side _____ Rear _____

LSide _____ Rear _____

Drawing of Lot/Property: List neighbors on all sides, roads boarding 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 _____

Type of Water Supply: ___ City, ___ Drilled Well, ___ Dug Well, ___ Cistern, ___ Spring

Type of Sewage Disposal System: ___ Septic Tank, ___ Sand Mound, ___ City, ___ Other _____

(If applicable) Has application / permit been made to install a Sanitary Sewage System? Yes ___ No ___
If yes give Permit No. _____

Property owner is responsible for submitting all plans and proposed work as requested when making application. Missing and or incomplete information may delay issuance of permit.

BUILDING PERMIT FEES ARE DUE AT THE TIME APPLICATION IS MADE AND ARE NON-REFUNDABLE

Thank you.

Date: _____ Signature of Applicant: _____
Home Owner _____ Other _____

Borough Use Only

Date application received: _____

Is UCC inspection required: Yes _____ No _____

Affidavit _____ and or Insurance Information on file _____ (check one)

Amount of Fees received: Borough _____ L&I _____ MDIA _____

Date of Issuance of Permit: _____

Permit No. _____

If permit is refused, give reason: _____

Borough of Ohioville

Signed: Person Issuing Permit _____
Title _____