

MVCOG

MOSHANNON VALLEY COUNCIL OF GOVERNMENTS
501 E. MARKET STREET
SUITE 7
CLEARFIELD, PA 16830
814-765-3080

1. **ITEMS TO SUBMIT:**
 - A. COMPLETED AND SIGNED APPLICATION
 - B. SIGNED PRIOR MUNICIPAL APPROVAL PAGE
 - C. TWO (2) SETS OF PLANS
 - D. ANY OTHER ITEM(S) LISTED ON THE SUBMITTAL HANDOUT CHECKLIST

2. **GET PRIOR APPROVAL FORM SIGNED BY THE MUNICIPALITY IN WHICH THE WORK WILL BE DONE.**

3. **PLEASE PROVIDE ACCURATE MAILING ADDRESS INFORMATION ON THE APPLICATION FOR THE MAILING OF YOUR CERTIFICATE OF OCCUPANCY.**

4. **WHEN ALL NECESSARY PAPERWORK HAS BEEN COMPLETED, RETURN IT TO THE MVCOG OFFICE OR TO YOUR MUNICIPAL OFFICE. AFTER YOUR APPLICATION HAS BEEN REVIEWED, YOU WILL BE CONTACTED WITH THE AMOUNT OF THE PERMIT FEE. PERMIT MUST BE PAID FOR IN FULL BEFORE ISSUANCE.**

5. **ONCE PERMIT IS ISSUED, IT IS YOUR RESPONSIBILITY TO SCHEDULE ALL NECESSARY INSPECTIONS.**

**FOR RESIDENTIAL PROJECTS, CALL JACK CARNS AT 814-591-0186.*

**FOR COMMERCIAL PROJECTS, CALL BRIAN WRUBLE AT 814-590-2933.*

FAILURE TO CALL FOR A FINAL INSPECTION COULD RESULT IN ADDITIONAL FEES AND/OR PENALTIES.

6. **IF ANY ASSISTANCE IS NEEDED, CONTACT THE MVCOG OFFICE.**
 - A. PHONE (814) 765-3080
 - B. FAX (814) 765-3082
 - C. moshannonvalleycog@gmail.com

(OFFICE HOURS ARE MONDAY AND THURSDAY FROM 9 AM TO 3 PM)

PENNSAFE BUILDING INSPECTION SERVICES LLC – PERMIT APPLICATION

175 Beaver Drive, P.O. Box 486 - DuBois, PA. 15801

Phone: 814-375-1111

Fax: 814-375-1117

Permit No. _____

LOCATION OF PROPOSED WORK OR IMPROVEMENT

Municipality: _____

Tax Parcel # _____

Site Address: _____

Lot# _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Owner: _____ Phone# _____ Fax# _____

Mailing Address: _____ Email: _____

Principal

Contractor: _____ Phone# _____ Fax# _____

Mailing Address: _____

Architect: _____ Phone# _____ Fax# _____

Mailing Address: _____ Email: _____

TYPE OF WORK OR IMPROVEMENT (Circle all that apply)

New Building Addition Alteration Repair Demolition Relocation
Change of Use Plumbing Electrical Mechanical Other _____

Describe the Proposed work: _____

ESTIMATED COST OF CONSTRUCTION (Reasonable fair market value) _____

DESCRIPTION OF BUILDING USE (Check one then complete applicable info)

RESIDENTIAL

Single Family Dwelling
Duplex
Townhouse
Total Sq. ft. of finished living space _____

NON-RESIDENTIAL (Commercial)

Specific Use _____
Use Group: _____ Construction Type: _____
Change of Use (indicate former and proposed): _____
Maximum Occupant Load: _____
Maximum Live Load: _____

Sprinkler system to be installed: (Check one) Yes _____ No _____

BUILDING DIMENSIONS

Existing Building Area: _____ sq. ft. Number of Stories: _____
Proposed Building Area: _____ sq. ft. Height Above Grade: _____ ft.
Total Building Area: _____ sq. ft. Area of Largest Floor: _____ sq. ft.

FLOODPLAIN INFORMATION

Is the site located within an identified flood plan area? (Check one) Yes _____ No _____

Note: All proposed development shall be in accordance with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act.

HISTORIC DISTRICT INFORMATION

Is the site located within a Historical District? (Check one) Yes _____ No _____

Note: If yes, you must provide proper Historical District certification per the UCC Law.

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, setback lines, easements, right of ways, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant hereby certifies he/she understands all applicable codes, ordinances and regulations.

Application for a permit shall be made by the **owner or lessee of the building or structure, or authorized agent of either, or by the authorized 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 applicable codes to such permit.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

Address: _____

Date: _____

Directions to Worksite: _____

OFFICE USE ONLY below

Permit Fee: \$ _____

Plan Submittal Checklist Attached: yes _____ no _____

Plan Review Approval Date: _____

MUNICIPAL PRIOR APPROVAL CHECKLIST

Name of Municipality_____

Name of Applicant_____

Parcel#_____ Lot#_____

This Section below to be completed by the Authorized Municipal Representative

CHECKLIST ITEMS

Is the project site located in a Flood Area? (Check one) yes_____ no_____

(Circle one)-----**Residential Project** or **Commercial Project**

Description of Work: _____

Zoning or Land Use Permit Approved_____ Not applicable_____

Stormwater Management Approved_____ Not applicable_____

Street cut/ Driveway Approved_____ Not applicable_____

Sewage/Onlot Permit Approved_____ Not applicable_____

Water Permit Approved_____ Not applicable_____

PennDot Highway Occupancy Approved_____ Not applicable_____

Floodplain Permit Approved_____ Not applicable_____

Other_____ Approved_____ Not applicable_____

I certify that all required Municipal Codes, Ordinances and Regulations have been met and approval thereby is granted to issue the requested Permit.

Authorized Municipal Representative signature:_____

Date:_____

****NOTE THAT THIS PERMIT APPLICATION PACKAGE MUST BE COMPLETED AND THEN SUBMITTED WITH THE PROJECT CONSTRUCTION PLANS AND THE CORRESPONDING SUBMITTAL CHECKLIST****

PENNSAFE BUILDING INSPECTION SERVICES LLC
DEMOLITION PROCEDURES AND CERTIFICATION AFFIDAVIT

- ❖ I am completing and submitting the Pennsafe Permit Application.
- ❖ I am responsible for notifying all adjoining neighbors of the demolition project. (one week in advance)
- ❖ Pennsylvania One Call has been contacted (800-242-1776). Authorization Number _____
- ❖ I am responsible for public safety and will take every necessary precaution.
- ❖ I am responsible for contacting the local municipality in order to inspect all disconnects and capping of all service utility connections and lines in accordance with local jurisdiction requirements including sewer and/or water lines prior to backfilling.
- ❖ I am responsible for complying with proper DEP waste material disposal procedures.
- ❖ I am responsible for contacting DEP (www.dep.state.pa.us) for all commercial demolition projects and for all controlled burn projects. (a minimum of 10 days advanced notice is required prior to commencement of demolition)
- ❖ I am responsible to fill and maintain the finished site grade so water will not pond or create a public safety nuisance.
- ❖ I am responsible for notifying all local utility companies to ensure that services have been disconnected from premises and disconnected from main lines. (For example: Penelec, United Electric, National Fuel, etc.) prior to commencing demolition

I have read, understand and agree to conform to the above statements and I attest that all information given is truthful. I acknowledge that I may face punishment and/or penalties if I violate any of the above certifications.

Signature of applicant: _____ Date _____

I/we, certify that I/we own the property for which application has been made for a PA UCC Demolition Permit and that the applicant has my/our approval to demolish this property or act as my/our agent in the demolition of this property. (All property owners must sign)

Signature of Property Owner: _____ Date _____

Signature of Property Owner: _____ Date _____

Signature of
Authorized Office Personnel: _____

****YOU MUST CALL TO SCHEDULE AN INSPECTION THE FIRST DAY OF THE PROJECT****

****THIS COMPLETED FORM MUST BE SUBMITTED WITH PERMIT APPLICATION****
****A PHOTOGRAPH OF THE STRUCTURE(S) TO BE DEMOLISHED MUST BE SUBMITTED****