



## HAZLE TOWNSHIP BUILDING DEPT.

MAIL Address: P.O. BOX 506

HARLEIGH, PA 18225-0506

PHONE: 570 455-2030

FAX: 570 453-2402

Attachment "A"

### Plan Review Fee Schedule-----Commercial Construction

The Plan Review fee is based on the estimate construction value in accordance with the Square Foot Construction Costs Table (gross area x Square Foot Construction Costs) published by the International Code Council (ICC). The values below are used with the current Building Valuation Data which is updated every six months or February and August of each year.

For buildings with an estimated construction value up to \$3,000,000, the Plan Review fee is 0.0012 of the estimated value (\$250.00 minimum). For buildings with an estimated value over \$3,000,000 up to \$6,000,000, the fee is \$3,600.00 plus 0.0005 of the estimated value over \$3,000,000. For buildings over \$6,000,000, the fee is \$5,100.00 plus 0.00035 of the valuation over \$6,000,000.

Special considerations may be given in computing Plan Review fees for such as large warehouses or indoor recreational facilities because of their plan review simplicity. Such considerations may also be given to buildings with repetitive floor plans such as high-rise buildings. This would be on a case by case basis and approved by the Building Code Officials.

Structural Reviews in areas of high Seismic or wind risk will have an additional surcharge.

The Plan Review fee for Accessibility, Energy, Mechanical, Plumbing and Electrical Reviews are computed at 25 % of the Building Plan Review fee for each discipline (\$250.00 minimum).

The Sprinkler review is based on the number of Sprinkler heads: 1-100, \$275; 101-200, \$325, 201-300, \$350; 301-400, \$375; 401-500, \$425; over 500, \$500 plus \$0.33 per sprinkler over 500. For hydraulically designed systems, multiply the fee by 2.

Updated: September 4, 2007

N



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Delivery Address: 101 W. 27<sup>th</sup> St., Hazle Township, PA 18202

# BUILDING AND ZONING PERMITS

## COMMERCIAL APPLICATION

### NEW CONSTRUCTION, ADDITIONS & MAJOR ALTERATIONS

THE UNDERSIGNED APPLICANT UNDERSTANDS THAT FALSE STATEMENTS HEREON ARE MADE SUBJECT TO THE CRIMINAL PENALTIES OF 18 Pa. C.S.A. § 4904 RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES. THIS APPLIES TO FALSE STATEMENTS MADE ANYWHERE ON ANY PAGE OF THIS APPLICATION.

ZONING DISTRICT: \_\_\_\_\_  
(Dept. Use Only)

BUILDING PERMIT #: A \_\_\_\_\_  
(Dept. Use Only)

#### LOCATION OF PROPOSED WORK OR IMPROVEMENT:

COUNTY: LUZERNE

MUNICIPALITY: HAZLE TOWNSHIP

SITE ADDRESS: \_\_\_\_\_

TAX PARCEL #: \_\_\_\_\_ LOT: # \_\_\_\_\_

Subdivision/LandDevelopment: \_\_\_\_\_ SECTION: \_\_\_\_\_

OWNER: \_\_\_\_\_ E-Mail: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PHONE #: Work: \_\_\_\_\_ Home: \_\_\_\_\_ FAX: \_\_\_\_\_

PRINCIPAL CONTRACTOR: \_\_\_\_\_ Hazle Twp. Lic. # \_\_\_\_\_

CONTRACTOR'S ADDRESS: \_\_\_\_\_ E-Mail: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PHONE #: Work: \_\_\_\_\_ Home: \_\_\_\_\_ FAX: \_\_\_\_\_ E-Mail: \_\_\_\_\_

SUB-CONTRACTORS NAME: \_\_\_\_\_ H.T. Lic. # \_\_\_\_\_

SUB-CONTRACTORS NAME: \_\_\_\_\_ H.T. Lic. # \_\_\_\_\_

SUB-CONTRACTORS NAME: \_\_\_\_\_ H.T. Lic. # \_\_\_\_\_

SUB-CONTRACTORS NAME: \_\_\_\_\_ H.T. Lic. # \_\_\_\_\_

(Add Additional Sheet IF Necessary)

ARCHITECT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ E-Mail: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PHONE #: Work: \_\_\_\_\_ Home: \_\_\_\_\_ FAX: \_\_\_\_\_

**(OVER)**

**TYPE OF WORK OR IMPROVEMENT:** *(Check One)*

- New Building  Addition  Alteration  Repair  Demolition  Relocation  Sign
- Other  ZONING PERMIT only  Change of Use  Foundation Only  Plumbing  Mechanical
- Electrical

Describe the proposed work: \_\_\_\_\_

**PERMIT & PLAN REVIEW:**

**Hazle Twp reserves the right to use the most current ICC Building Valuation construction cost table for permit and plan review cost tabulation for all building types and occupancies. Hazle Twp Ordinance # 98-6-8-2 page 107 and Resolution 98-18 page 108.**

ESTIMATED COST: \_\_\_\_\_

WHEN WILL WORK BEGIN: \_\_\_\_\_

END: \_\_\_\_\_

PLOT PLAN ATTACHED:  YES  NO

SETBACKS: FRONT \_\_\_\_\_ SIDE(L) \_\_\_\_\_ SIDE(R) \_\_\_\_\_ REAR \_\_\_\_\_

DEED or WARRANTY: **(Attached)**  YES  NO

BUILDING PLANS ( 3 SETS ) SPECIFICATION BOOKS ( 2 SETS ) **(Attached):**  YES  NO

ARCHITECT/ENGINEER STAMP AND SIGNED:  YES  NO

(If NEEDED – Elevator, Escalator, Lifts, etc.) LABOR & INDUSTRY APPROVAL:  YES  NO

WILL THERE BE ANY DEMOLITION OR CONSTRUCTION WASTE MATERIALS??????? (Shingles, wood, glass, asbestos, brick, concrete, soil, etc.)  YES  NO If YES, what is the material(s) and the location where it will be disposed and Disposal Contractors Name: \_\_\_\_\_

WILL THERE BE WATER RUNOFF?  YES  NO If YES, Explain where it will go and how it will be controlled: \_\_\_\_\_

EROSION & SEDIMENTATION PLAN:  YES – Attach Copy  NO

**DESCRIPTION OF BUILDING USE:**

Construction Type : \_\_\_\_\_

Specific Use: \_\_\_\_\_

Use Group: \_\_\_\_\_

Change in Use:  YES  No If YES, Indicate Former Use: \_\_\_\_\_

**BUILDING/SITE CHARACTERISTICS:**

**N**

NUMBER of Residential Dwelling Units: \_\_\_\_\_ Existing, \_\_\_\_\_ Proposed

MECHANICAL: Indicate Type of Heating/Ventilating/Air Conditioning (*i.e.*, electric, gas, oil, etc.) \_\_\_\_\_

WATER SERVICE: (*Check*)     Public     Private

SEWER SERVICE: (*Check*)     Public     Private -- On Lot:(Septic Permit # \_\_\_\_\_

SOIL TYPE: \_\_\_\_\_    SLOPE: Average: \_\_\_\_\_%    Steepest: \_\_\_\_\_%

**Does or will your building contain any of the following:**

FIREPLACE(s): Number \_\_\_\_\_ Type of Fuel \_\_\_\_\_ Type Vent \_\_\_\_\_

ELEVATOR/Escalators/Lifts/Moving walks: (*Check*)     YES     NO

SPRINKLER SYSTEM:     YES     NO

PRESSURE VESSELS:     YES     NO    REFRIGERATION SYSTEMS:     YES     NO

**BUILDING DIMENSIONS:**

PROPOSED BUILDING: Total Gross Floor Area: \_\_\_\_\_ sq. ft.    Number Of Stories: \_\_\_\_\_

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height of Structure Above Grade: \_\_\_\_\_

EXISTING BUILDING: Total Gross Floor Area: \_\_\_\_\_ sq. ft.    Number Of Stories: \_\_\_\_\_

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height of Structure Above Grade: \_\_\_\_\_

**SIGNS: COMMERCIAL&/INDUSTRIAL**

NUMBER: \_\_\_\_\_ (**Attach Sign Drawings and Plot Plan Showing Locations of Each Sign**)

SIZE: ❶	_____ sq.ft	_____ L(ft.)	X	_____ H(ft.)	# sides	1 <input type="checkbox"/>	2 <input type="checkbox"/>
❷	_____ sq.ft	_____ L(ft.)	X	_____ H(ft.)	# sides	1 <input type="checkbox"/>	2 <input type="checkbox"/>
❸	_____ sq.ft	_____ L(ft.)	X	_____ H(ft.)	# sides	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**FLOODPLAIN :**     N/A

Is the site located within an identified flood hazard area? (*Check One*)     YES     NO

If Yes: Will any portion of the flood hazard area be developed? (*Check One*)     YES     NO

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically *Section 60.3*    Lowest Floor Level: \_\_\_\_\_

**HISTORIC DISTRICT:** Is the site located within a Historic District:  YES  NO

*If construction is proposed within a Historic District, a certificate of appropriateness may be required by the Municipality.*

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, rights-of way, 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 certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the *owner* or lessee of the building or structure, or *agent* of either, or by the *registered design professional* employed in connection with the proposed work.

I certify that the code administrator or the code administrators authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

THE UNDERSIGNED APPLICANT UNDERSTANDS THAT FALSE STATEMENTS HEREON ARE MADE SUBJECT TO THE CRIMINAL PENALTIES OF 18 Pa. C.S.A. § 4904 RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES. THIS APPLIES TO FALSE STATEMENTS MADE ANYWHERE ON ANY PAGE OF THIS APPLICATION.

I HAVE READ AND UNDERSTAND ALL OF THE STATEMENTS MADE IN THIS ABOVE APPLICATION AND HAVE DISCUSSED ANY QUESTIONS WITH THE ISSUING OFFICER.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print Name of Owner or Authorized Agent

Date: \_\_\_\_\_

Directions to Site: \_\_\_\_\_

**(FOR CODE ADMINISTRATOR USE ONLY)**

**PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)**

<u>Type of document:</u>	<u>Submitted</u>	<u>Signed &amp; Sealed</u>	<u>Date:</u>	<u>Revision Date:</u>
Foundation Plans	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Construction Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Electrical Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Mechanical Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Plumbing Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Specifications	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Flood Hazard Area Data	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____

DATE REJECTED: \_\_\_\_\_ By: \_\_\_\_\_

DATE ACCEPTED: \_\_\_\_\_ TIME: \_\_\_\_\_ BY: \_\_\_\_\_

**ADDITIONAL PERMITS/APPROVALS REQUIRED**

**N**

- STREET CUT PERMIT:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- TOWNSHIP HIGHWAY OCCUPANCY:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- SEWER CONNECTION:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- ON-LOT SEPTIC:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- HAZLE TOWNSHIP ZONING:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- HAZLE TOWNSHIP PLANNING:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- WORKERS COMP CERTIFICATE  Yes  No      \*\*\*\*
  
- PENNDOT HIGHWAY OCCUPANCY:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- DEP FLOODWAY OR FLOODPLAIN:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- FAA APPROVAL:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- HARB APPROVAL:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- CUT AND FILL:  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED
- OTHER \_\_\_\_\_ :  YES  NO      \*\*\*\*  APPROVED  DISAPPROVED

**APPROVALS**

BUILDING PERMIT APPROVED: Date \_\_\_\_\_ By: \_\_\_\_\_

W/Conditions: \_\_\_\_\_

**ZONING OFFICER** \_\_\_\_\_

**BUILDING CODE OFFICIAL** \_\_\_\_\_

Date Issued \_\_\_\_\_ Date Expires \_\_\_\_\_ PERMIT # \_\_\_\_\_

BUILDING PERMIT FEE \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

PLUMBING PERMIT (if applicable) \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

MECHANICAL PERMIT (if applicable) \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

ELECTRICAL PERMIT (if applicable) \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

10/19/11

HAZLE TOWNSHIP  
**COMMERCIAL**  
CODE COMPLIANCE AFFIDAVIT

To: Hazle Township Supervisors

Subject: All New Buildings, Additions and Major Renovations

JOB NAME: \_\_\_\_\_

JOB LOCATION: \_\_\_\_\_

\_\_\_\_\_

The above-mentioned structures shall be built to the specifications of the International Construction Codes of 2009, 2009 International Fire Codes and the Americans with Disabilities Act and all applicable Hazle Township Ordinances and Resolutions.

The following conditions are hereby noted and will be adhered to as per the Hazle Township Ordinances:

1. Fire rated doors, barriers, wall coverings, smoke & heat alarm systems and stops shall be installed where needed.
2. All contractors and Sub-Contractors **MUST** have a valid Hazle Township Contractors License.
3. Plastic interior water pipes/lines installed in the above residence may be subject to early degradation and failure. They are installed at the owners and contractors risk and who shall hold Hazle Township and their Officials harmless if any problems occur with the plastic water lines.
4. A fully executed Inspection Form shall be presented prior to the issuance of an Occupancy Permit.
5. Any and all amendments to the Building Codes in Hazle Township.
6. A construction code official may enter a building, structure or in process unoccupied structure during normal business hours to enforce the Uniform Construction Code provisions without notification to the permit holder.

I/We acting as agent for/by \_\_\_\_\_  
swear and/or affirm that this statement is true and correct to the best of my knowledge.

I/We hold harmless the Township of Hazle for any work or actions performed in the building of this structure(s) by non-conformance with all the applicable Codes, Ordinances and Laws. I understand that any false statements made herein and upon the entire application are made subject to the penalties of 18 Pa. C. S. §4909 relating to unsworn falsifications to authorities.

Signed,

Date:

\_\_\_\_\_

\_\_\_\_\_

Table R301.2(1)  
 CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA  
 FOR

Ground Snow Load	Wind Speed	Seismic Design Category	Subject to Damage From				Winter Design Temp.	Ice shield Under-Layment Required	Flood Hazards	Air Freezing Index	Mean Annual Temp.
			Weathering	Frost Line Depth	Termite	Decay					
40 <sup>1</sup>	90	B	S	44 <sup>2</sup>	M-H	S-M	0-10	Yes	3-81/4-1-81	1255	47

CLIMATE ZONE - 5      HAZLE TOWNSHIP

NOTES:

<sup>1</sup>.....Hazle Twp. is in an area that requires CS (Case Studies). The Ground Snow load indicated is based on information in NRCC Publication RP-94-3 “Atlas of Extreme Snow Water Equivalents for North Eastern United States” and is an average for structural design in the township. Certain structures and uses in certain areas may need additional studies.

<sup>2</sup>.....Based on NRCC Publication RP-96-1 “Atlas of Soil Freezing Depth Extreme for North Eastern United States”





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# SUBMITTAL GUIDE for COMMERCIAL -- INDUSTRIAL PROJECTS Building Plan Requirements

The following items are required for new commercial & industrial projects. Drawings should be drawn to  $\frac{1}{4}$  or  $\chi$  scale and shall provide the necessary information to verify compliance with the building code. Scale must be clearly marked on each sheet. All drawings shall bear the stamp and signature of the design professional responsible for the design.

Three (3) sets of construction drawings shall be submitted and shall include:

Title Page Drawing; to include the contact information for all design professionals, description of square footage per floor, number of floors, type of construction to be utilized, area modifications utilized, use group classification(s), separation or non-separation of mixed use groups, design occupant load(s), finish materials classification, statement that design codes utilized are in accordance with the current IBC edition as adopted by Hazle Township and statement of ADA compliance.

Site Plan Drawings; to include all utility layouts, handicap parking & access, designated fire lanes, north arrow distance between adjacent structures and property lines.

Floor Plan Drawings; to include the use of all areas, location & types of fire resistant construction, U.L. Listing of fire resistant construction, means of egress components, handicap access.

Structural Drawings; to include the structural design calculations, geo-technical engineering report, uniform live loads, dead loads, roof & snow loads, wind loads, footing construction detail, foundation construction details, framing construction details, concrete construction details, masonry construction details, wood construction details, steel construction details.

Electrical Drawings; to include all lighting facilities, electrically operated equipment, and electrical circuits required for all service equipment of the building or structure. Drawings should include panel schedules, grounding systems, and wiring methods.

Mechanical Drawings; to include size & type of appliances, construction of flues and chimney systems, ventilation air provided, fresh air make-up provided, location of all ducting and piping.

Plumbing Drawings; to include a plan view and a riser diagram of waste & water piping, pipe sizing, grade of piping, drainage fixture unit loads on stacks and drains, water distribution design criteria.

Fire Protection Systems; to include the submittal guide for each type of system. See specific submittal guide requirements.

Driveway Permit: Any driveway access to a State Roadway must have a Highway Occupancy Permit issued from Penn-DOT prior to any building permit being issued from the Township. A Driveway Permit must be issued from Hazle Township for any Township roadway and must be approved prior to the issuance of a building permit.



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## Uniform Construction Code (UCC)

### UCC INSPECTION COMMERCIAL PROCEDURES STATEMENT

I hereby acknowledge that all applicable inspection procedures specified below must be adhered to:

1. FOOTING INSPECTION: is to be performed after footing is dug with chairs and rods in place and before concrete is poured. The permit applicant is required to call requesting an inspection 1 business day in advance of desired inspection date.

2. FOUNDATION INSPECTION: is to be performed before framing work begins or backfill is installed. Grease traps (if applicable), cleanouts, foundation and roof drains must be in place; foundation coating must be applied, anchor bolts and top plate shall be installed. Post-pour footing inspection work shall be conducted at this time and shall include verification of the depth of the footing, continuity of the footing, width of the footing, and determining if the top of the footing is level. This inspection will also include the underground plumbing, underground electrical and underground mechanical inspections. All underground plumbing, mechanical and electrical trenching must remain open and all piping, sleeves and/or conduit required for underground utilities shall be in place and provided with rodent-proofing.

Note: the foundation may not be approved until the plumbing, electrical and mechanical underground work has been approved by the Department. The permit holder is required to call 1 business day in advance of desired inspection date.

3. UNDER-SLAB INSPECTION: is to be performed prior to the pouring of concrete and after the base course or sub-base is properly prepared, all underground plumbing, mechanical and electrical trenching must remain open and all piping, sleeves and/or conduit required for underground utilities must be inspected and the vapor barrier (if required) is in place and reinforcing materials such as rebar or wire mesh is properly positioned. The permit holder is required to call 2 business days in advance of the desired inspection date.

4. ELECTRICAL ROUGH-IN INSPECTION: is to be performed after the roof, framing, fire-blocking and bracing are in place and all wiring and other components to be concealed are complete. ALL GROUND CONDUCTOR CONNECTIONS FOR EQUIPMENT & DEVICES SHALL BE DONE FOR THIS STAGE OF INSPECTION. This inspection is required before the installation of wall or ceiling membranes. The permit holder is required to call 1 business day in advance of the desired inspection date.

5. PLUMBING ROUGH-IN INSPECTION: is to be performed after the roof, framing, fire-blocking, fire-stopping, draft-stopping and bracing are in place and all sanitary, storm and water distribution piping is roughed-in. This inspection is required before the installation of wall or ceiling membranes. The permit holder is required to call 2 business days in advance of the desired inspection date.

6. MECHANICAL ROUGH-IN INSPECTION: is to be performed after the roof, framing, fire-blocking and bracing are in place and all ducting and other components to be concealed are complete. This inspection is required before the installation of wall or ceiling membranes. The permit holder is required to call 1 business day in advance of the desired inspection date.

7. FRAMING INSPECTION: is to be performed before insulation is installed and after all rough-in work is complete on plumbing, electrical and mechanical systems. This inspection must be performed prior to the installation of any insulation material. Note: the framing may not be approved until the plumbing, electrical and mechanical rough-in work has been approved by the Department. The permit holder is required to call requesting an inspection 1 business day in advance of desired inspection date. It may also be possible to perform a framing inspection at the time of the last rough-in inspection if the final rough-in work is accepted by the Department. Any fire rated protection system ie: Fire Wall, Fire Partition or Fire Barrier shall be inspected at this time.

8. INSULATION INSPECTION: is to be performed after the framing work is approved by the Department and all insulation materials have been installed. This inspection is required before the installation of wall or ceiling membranes. The permit holder is required to call 1 business day in advance of the desired inspection date.

9. FIRE PROTECTION SYSTEMS INSPECTION: is to be performed after fire alarm systems and or fire suppression systems are installed and functioning. The Department has the option to accept installation and test certificates from the installing contractor(s) in lieu of witnessing the testing of fire protection systems. The permit holder is required to call requesting an inspection 2 business days in advance of desired inspection date.

10. FINAL ELECTRICAL INSPECTION: is to be performed after the electrical work in the building is complete. The permit holder is required to call requesting an inspection 1 business day in advance of desired inspection date.

11. FINAL MECHANICAL INSPECTION: is to be performed after the mechanical work in the building is complete. The permit holder is required to call requesting an inspection 1 business day in advance of desired inspection date.

12. FINAL PLUMBING INSPECTION: is to be performed after the building is complete, all plumbing fixtures are in place and properly connected and the structure is ready for occupancy. This inspection should occur at the time of the Final Building Inspection.

13. FINAL BUILDING INSPECTION: is to be performed after all items pertaining to the building permit issued have been completed. These items include, but are not limited to:

A. General Building:

- Interior and exterior finish
- Egress
- Final grading
- Site plan compliance
- Roofing materials/flashing
- Emergency lighting system
- Roofing materials/flashing

B. Electrical work

C. Plumbing work

D. Accessibility (including site)

E. Fire protection systems (including required fire-rated construction components)

F. Mechanical work

G. Energy conservation

The Final Building Inspection may include the Electrical, Plumbing and Mechanical Inspections.

Please note that accessibility provisions and verification of compliance with the International Energy Conservation Code shall be inspected as part of other identified inspections.

14. Accessibility inspections for buildings must be conducted at the time the building is ready to have a framing inspection performed and continue until all provisions governing accessibility are met. The municipality agency may not issue the certificate of occupancy until the Department approves the building's accessible elements and features. The permit applicant is required to call requesting an inspection 2 business days in advance of desired inspection date.

15. Projects that have applied for a permit based on accelerated construction may only proceed with construction up to, but not including the erection of foundation walls. Projects reviewed as "accelerated construction" are subject to inspection of the footing environment, foundation, underground plumbing, underground electrical (if applicable) and underground mechanical (if applicable), before any additional work is performed. The permit applicant is required to call requesting an inspection 2 business days in advance of desired inspection date.

16. The timing and number of inspections required for renovation work to buildings that were legally in existence prior to the adoption of the Uniform Construction Code will depend upon the nature and the scope of the renovation work being performed. The permit applicant is required to obtain all inspections listed on the "Inspections Log" provided with each renovation building permit and to meet the advance notice timeframes specified for each required inspection.

17. Signs (other than those exempted in Section H101.2 of the International Building Code) are required to be inspected regarding their location, design and construction and must meet all applicable UCC requirements. The permit applicant is required to call requesting an inspection when the sign has been erected. A final inspection of the sign will be made as soon as possible. If the sign erected is a ground sign, the permit holder must provide a written assurance that all structural work (including that which is invisible) conforms to all UCC requirements.

18. Demolition work: Contractors responsible for demolition work where an entire structure is razed will be required to submit signed documentation that certifies that the vacant lot is filled to existing grade and that all service connections have been discontinued and lines have been capped. Demolition work being performed on existing buildings as part of renovation work or the erection of an addition may be subject to inspection by the Department. Contractors must ensure that pedestrian protection measures have been installed prior to commencing demolition. Contractors may not negatively impact existing means of egress until alternative egress routes have been provided. The permit applicant is required to call requesting an inspection when demolition work has concluded and the lot has been restored to existing grade. An inspection will be made as soon as possible.

NO WORK MAY BE CONCEALED FROM VIEW, UNTIL THE DEPARTMENT HAS APPROVED IT.

I fully understand that it is my responsibility or the responsibility of the person that I have listed below as my designee to call for inspections and that, if inspections are not made according to this procedure, I or my designee may be in violation of the UCC and may be subject to prosecution. I/we also understand that no one may occupy the structure (or portion thereof) until a UCC Certificate of Occupancy is obtained.

Name of permit applicant:  
(printed or typed)

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Signature:

\_\_\_\_\_  
Name of designee:  
(printed or typed)

---

Date:

---

Signature:

---

Building Name:

---

Building Street Address:

---

City:

---

Zip Code:

## APPENDIX B

### STORMWATER MANAGEMENT PERMIT GUIDELINES AND APPLICATIONS

Anyone performing a regulated activity, unless specifically exempt by Section 302 of the Ordinance, must complete the accompanying Stormwater Management Permit Application and required drawings and documents, and submit to Hazle Township. A regulated activity is defined by this Ordinance as:

**Regulated Activity** - Any earth disturbance activities or any activities that involve the alteration or development of land in a manner that may affect stormwater runoff.

This includes but is not limited to: the clearing of wooded areas, grading and excavating, placement of pavement (driveways, parking areas, roads), construction of buildings, construction of stormwater management facilities, the diversion or piping of any natural or man-made stream channel, the construction of other structures (homes, sheds, garages, commercial and industrial buildings), and other activities which alter the way stormwater runs off of the landscape. See Section 105 of Ordinance for additional detail on Regulated Activities. Impervious area is defined by this Ordinance as:

**Impervious Surface (Impervious Area)** - A surface that prevents the infiltration of water into the ground. Impervious surfaces include, but are not limited to, streets, sidewalks, pavements, parking lots, driveways, roofs, stone patios. See definition of "Gravel (Crushed Stone)" for when gravel classifies as impervious area.

**Gravel (Crushed Stone)** - Considered to be impervious when the intended use of the stone is for transportation purposes, parking areas, construction areas, trails, or if the gravel is compacted at any time during or after its placement; landscaping stone is not considered as impervious area.

Depending on the amount of impervious area placed and the amount of earth disturbance to the project site, this Ordinance requires different levels of stormwater management, and correspondingly different levels of design and review.

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**Level 1:** Proposed impervious area is 500 sq. ft. to 1,000 sq. ft. or total earth disturbance is 1,000 sq. ft. to 5,000 sq. ft.

**Stormwater Management Controls:** Ensure that adverse downstream impacts do not occur due to redirecting stormwater flows towards nearby structures. Stormwater Management Controls must comply with Section 301 of this Ordinance.

**Submission:** Submit the Stormwater Management Permit Application and Sketch to Hazle Township Code Enforcement Officer.

**Review:** Shall be completed by Hazle Township Zoning Officer or Building Inspector.

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**LEVEL 1 APPLICATION – PROJECT SKETCH  
HAZLE TOWNSHIP ACT 167 STORMWATER MANAGEMENT**

**Level 1:** Proposed impervious area is 500 sq. ft. to 1,000 sq. ft. or total earth disturbance is 1,000 sq. ft. to 5,000 sq. ft.

**Stormwater Management Controls:** Ensure that adverse downstream impacts do not occur due to redirecting stormwater flows towards nearby structures. The following general requirements shall be met as follows:

- A. There shall be no increase in the rate of storm water discharge from the land development or subdivision that would have occurred from the land prior to the activity. No Level 4 regulated activities shall commence until the Township issues written approval of a SWM Site Plan.
- B. Each person, corporation, or other entity which makes any surface changes shall be required to: a) collect on-site surface runoff and dispose of it to the point of discharge into the common natural water course of the drainage area; b) handle existing off-site runoff through his development.

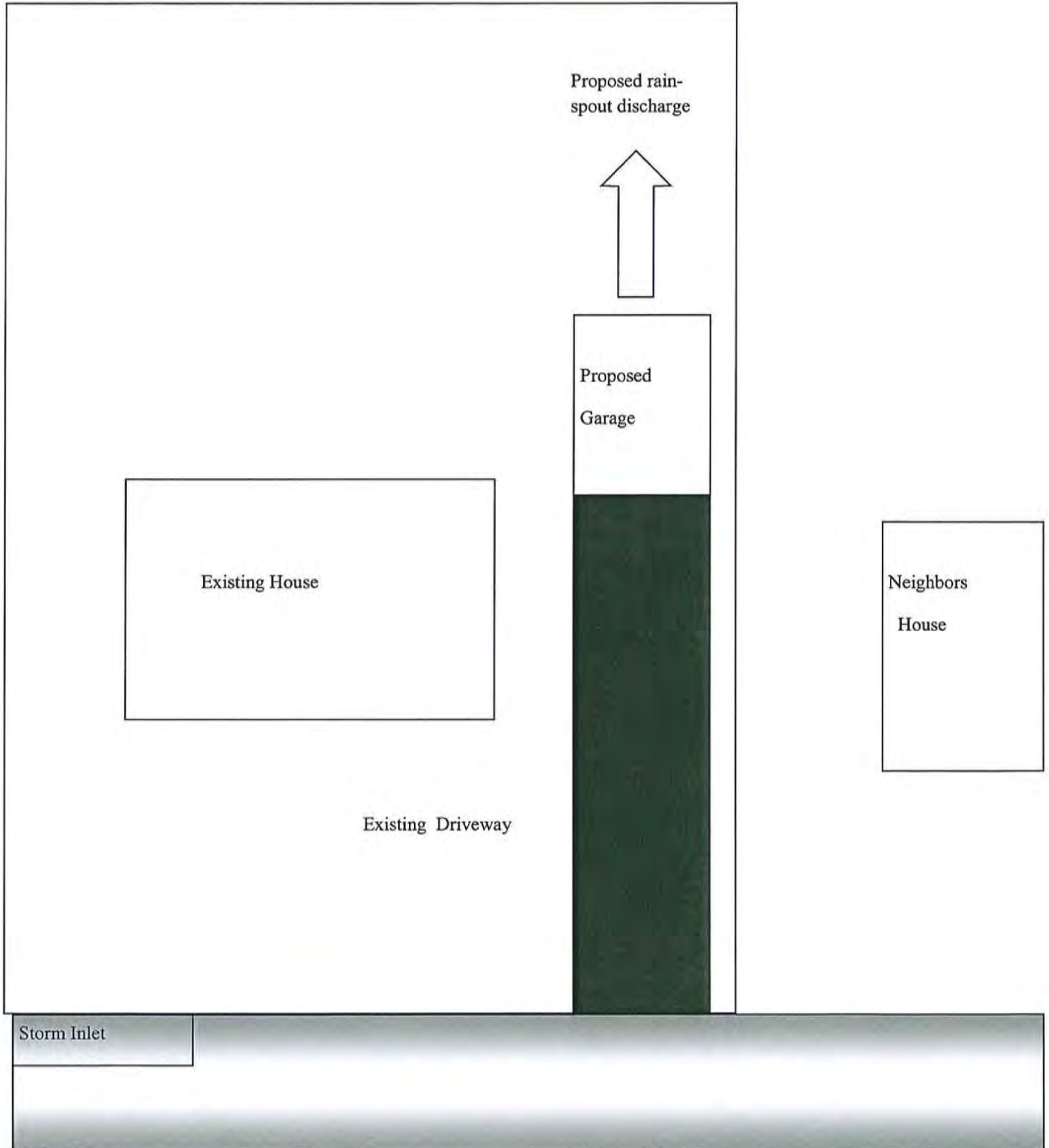
**Submission:** Submit the Stormwater Management Permit Application and Sketch to Hazle Township Code Enforcement Officer.

**Review:** Shall be completed by Hazle Township Zoning Officer or Building Inspector.



## EXAMPLE LEVEL 1 PROJECT SKETCH

- Show direction of proposed stormwater discharges
- Show all structures within 50 feet of site
- If storm sewers are present, show approximate location of inlets

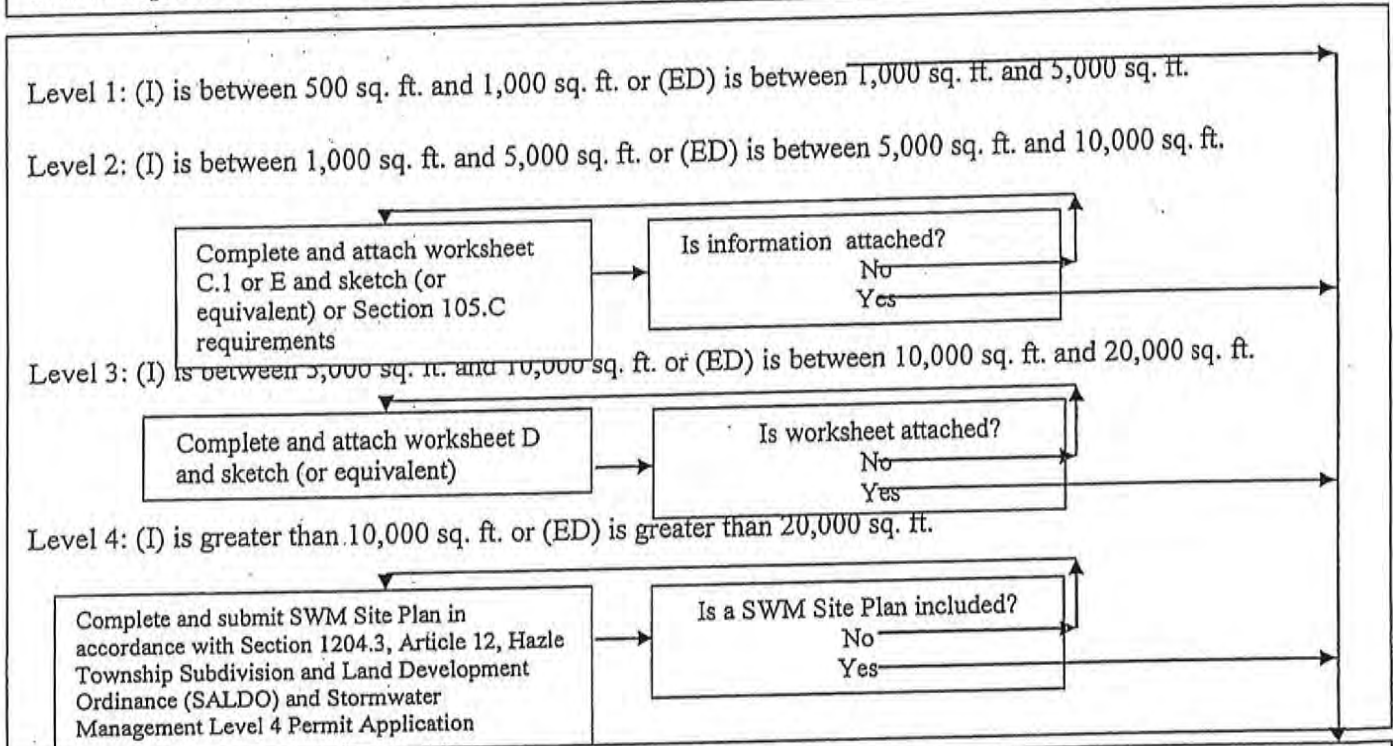


**STORMWATER MANAGEMENT PERMIT APPLICATION – Levels 1, 2, 3, & 4**  
**Hazle Township, Luzerne County, PA**  
**(Level 4 Requires a Detailed Application)**

Applicant Name, Address, Phone Number and Email	Nature of Activity (i.e. driveway, single-lot structure, parking lot, road, trail, subdivision, etc.):
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Total Proposed Impervious Area (I) (sq. ft.): \_\_\_\_\_

Total Proposed Earth Disturbance (ED) (sq. ft.): \_\_\_\_\_



Show on the accompanying sketch that adverse downstream stormwater impacts are not created or worsened, and that additional stormwater runoff will not discharge towards adjacent property owners.

All requirements of the Ordinance have been met. Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FOR REVIEWER ONLY**

This stormwater management permit application has been APPROVED DENIED (circle one)

Reviewed by (print): \_\_\_\_\_ Reason for Denial: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_