

**NORTH MIDDLETON TOWNSHIP  
COMMERCIAL CONSTRUCTION PERMIT APPLICATION**

**LOCATION OF PROPOSED WORK OR IMPROVEMENT**

County: \_\_\_\_\_ Municipality: \_\_\_\_\_

Site Address: \_\_\_\_\_ Tax Parcel No.: \_\_\_\_\_

Lot No.: \_\_\_\_\_ Subdivision/Land Development: \_\_\_\_\_ Phase: \_\_\_\_\_ Section: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone No.: \_\_\_\_\_ FAX No. \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

Principal Contractor: \_\_\_\_\_ Phone No.: \_\_\_\_\_ FAX No. \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_ Phone No.: \_\_\_\_\_ FAX No. \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

**TYPE OF WORK OR IMPROVEMENT (Circle One)**

New Building      Addition      Alteration      Repair      Demolition      Relocation      Zoning  
Foundation Only      Change of Use      Plumbing      Mechanical      Electrical      Driveway

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

**ESTIMATED COST OF CONSTRUCTION** (reasonable fair market value) \$ \_\_\_\_\_

**DESCRIPTION OF BUILDING USE (Circle One)**

**RESIDENTIAL**

Two-Family Dwelling

**NON-RESIDENTIAL**

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

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

Change in Use:              Yes              No

If YES, indicate former: \_\_\_\_\_

Maximum Occupancy Load: \_\_\_\_\_

Maximum Live Load: \_\_\_\_\_

**BUILDING / SITE CHARACTERISTICS**

Number of Residential Dwelling Units: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Mechanical: Indicate Type of Heating / Ventilating / Air Conditioning (i.e. electric, oil) \_\_\_\_\_

Water Service: (circle) Public Private

Sewer Service: (circle) Public Private

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

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

Elevator / Escalator / Lift / Moving Walk: (circle) Yes No

Sprinkler System:              Yes              No

Pressure Vessels:              Yes              No

Refrigeration Systems:      Yes              No

**BUILDING DIMENSIONS**

Existing Building Area: \_\_\_\_\_ sq. ft.  
Proposed Building Area: \_\_\_\_\_ sq. ft.  
Total Building Area: \_\_\_\_\_ sq. ft.

Number of Stories: \_\_\_\_\_  
Height of Structure Above Grade: \_\_\_\_\_ ft.  
Area of the Largest Floor: \_\_\_\_\_ sq. ft.

**FLOOD PLAIN**

Is the site location within an identified flood hazard area? (circle one)      Yes No  
Will any portion of the flood hazard area be developed? (circle 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 PA Flood Plain Management Act (Act 166-1978), specifically Section 60.3.

Lowest Floor Level: \_\_\_\_\_

**HISTORIC DISTRICT**

Is the site location within a Historic District? (circle one)    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 assume the responsibility of locating all property lines, setback lines, easements, right-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 code 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 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 code(s) applicable to such permit.**

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

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

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

PA Contractor Registration # \_\_\_\_\_

Directions to Site:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ADDITIONAL PERMITS / APPROVALS REQUIRED**

Street Cut / Driveway	Approved	_____
Cut and Fill	Approved	_____
Penn Dot Highway Occupancy	Approved	_____
DEP Floodway or Floodplain	Approved	_____
Sewer Connection	Approved	_____
On-Lot Septic	Approved	_____
Zoning	Approved	_____
Harb	Approved	_____
Other _____	Approved	_____

**APPROVALS**

Building Permit Denied: Date \_\_\_\_\_ Date Returned \_\_\_\_\_

Building Permit Approved: Date \_\_\_\_\_

Code Administrator \_\_\_\_\_

Date Issued: \_\_\_\_\_ Date Expires: \_\_\_\_\_ Permit No.: \_\_\_\_\_

Building Permit Fee	\$ _____	Receipt No.: _____
Plumbing Permit (if appl.)	_____	Receipt No.: _____
Mechanical Permit (if appl.)	_____	Receipt No.: _____
Electrical Permit (if appl.)	_____	Receipt No.: _____

**PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)**

<b>Type of Document:</b>	<b>Submitted</b>		<b>Signed &amp; Sealed</b>		<b>Date:</b>	<b>Revision Date:</b>
Foundation Plans	Yes	No	Yes	No	_____	_____
Construction Drawings	Yes	No	Yes	No	_____	_____
Electrical Drawings	Yes	No	Yes	No	_____	_____
Mechanical Drawings	Yes	No	Yes	No	_____	_____
Plumbing Drawings	Yes	No	Yes	No	_____	_____
Specifications	Yes	No	Yes	No	_____	_____
Flood Hazard Area Data	Yes	No	Yes	No	_____	_____
Workers Comp. Certificate	Yes	No	Yes	No	_____	_____
Plot Plan	Yes	No	Yes	No	_____	_____

**DATE STAMP:**

**North Middleton Township Commercial  
Building Permit Fees  
January 2020**

<u>Description</u>	<u>Fees</u>
New Construction & Additions Up to first 100,000 sq. ft. then .20 per sq. ft. over 100,000 sq. ft.	\$20.00 / \$1,000 of total construction costs, with a \$240.00 minimum
<b><i>See note C below for alternate calculation for commercial permits</i></b>	
Industrial / Warehouse Storage Racking – New & Alterations	\$ 1.00 / \$1000 of total construction costs, minimum of \$240.00
Alterations to existing structure	\$20.00 / \$1,000 of total construction costs, with a \$240.00 minimum
Repairs to existing structure	\$20.00 / \$1,000 of total construction costs, with a \$240.00 minimum
Electric Service Inspection	\$125.00
On Site Commercial Consultations	\$85.00 per hour
UCC Commercial Inspections	\$85.00 per additional Inspections including failed inspections
Zoning Permit	\$100.00
Demolition Permit	\$25.00

Calculation of certain permit fees shall be based upon the number of square feet (sq. ft.) involved in the project.

- a. For purposes of commercial construction, “square foot” shall be defined to include all floor space on all floors, including the basement and/or crawl space enclosed by the building envelope. The term “building” shall be defined as any structure used or intended for supporting or sheltering any use or occupancy other than detached one (1) and two (2) family dwellings and multiple single family dwellings (townhouse) not more than three (3) stories in height and with a separate means of egress and their respective accessory structures. The square footage shall be determined by measuring the perimeter of the business envelope.
- b. For purposes of industrial structures, “square foot” shall be defined and calculated in the same manner as for commercial construction.
- c. Commercial Construction Building Permit fees are also calculated based on International Code Council (ICC) Building Valuation Data (BVD) utilizing the most recent published data from ICC. Where Building Permit fees calculated with the ICC BVC result in a lower fee to the applicant, the lower fee will be applied to the permit. The permit fee multiplier for North Middleton Township is 0.0125. For more information on the ICC BVD calculations, please reference the publication available at:  
<https://www.iccsafe.org/products-and-services/i-codes/code-development-process/building-valuation-data/>

## LIST OF POSSIBLE INSPECTIONS

Inspections marked on this card may be scheduled by telephone with a 24-hour notifications. **Work shall not proceed until the field inspection has been approved.**

The following is a list of possible required inspection for New Construction.

1. **Superior Wall System:**  
Footing: Prior to installing stone bed and setting walls.  
Foundation: After 1<sup>st</sup> floor joist and deck are set, prior to backfilling.  
**OR**
1. **Poured Concrete System:**  
Footing: Prior to pouring concrete  
Pre-Pour Wall Inspection: After placement of vertical & horizontal rebar  
Foundation: Prior to backfilling  
**OR**
1. **Concrete/Masonry Systems:**  
Footing: Prior to pouring concrete  
Foundation: Prior to backfilling
2. **Underslab:** Inspected prior to covering - drainage and water line tests required.
3. **Vapor Barrier:** Prior to pouring slab.
4. **Electrical Service Cut-In:** In conjunction with Electric Supplier.
5. **Electrical Rough-In:** Prior to covering, all wiring and boxes shall be installed. All grounds shall be made for this inspection.
6. **Plumbing Rough-In:** Air test prior to covering.
7. **Mechanical Rough-In:** Prior to covering. Gas pipe test is required.
8. **Framing:** Prior to inside coverings or insulation installed. Have all rough-ins installed including Protective Plates, Sealing and Fire caulking.
9. **Roof Underlayment:** Prior to shingle, shake or metal installation.
10. **Energy:** Insulation inspection with Air Seal (Visual or Blower Test)
11. **Drywall:** Call at beginning of drywall installation for a representative sampling of procedures.
12. **Electrical Final:** All equipment, fixtures and devices shall be functional.
13. **Mechanical Final:** All equipment shall be set and functional.
14. **Plumbing Final:** All equipment and fixtures shall be set and functional.
15. **Fire Sprinkler System** – Hydrostatic, flow alarm, rough and final
16. **Final:** Prior to any use of occupancy.

## **BUILDING PERMIT APPLICATION CHECKLIST FOR COMMERCIAL PROJECTS**

### **NORTH MIDDLETON TOWNSHIP REQUIRES TWO COMPLETE COPIES OF THE FOLLOWING:**

1.     **Title Page Drawing:** To include the contact information for all design professionals, description of square footage per floor, number of floors, the type of construction to be utilized, area modification utilized, use group classification(s), separation or non-separation of mixed use groups, design occupant load(s), finish materials classification, design codes utilized.
2.     **Site Plan Drawings:** To include all utility layouts, handicap parking and access, designated fire lanes, distance between adjacent structures and property lines.
3.     **Floor Plan Drawings:** To include the use of all areas, location and types of fire resistant construction, U.L. listing of fire resistant construction, means of egress components, handicap access.
4.     **Structural Drawings:** To include the structural design calculations, geo-technical engineering report, uniform live loads, dead load, roof and snow loads, wind loads, framing construction details found construction details, framing construction details, steel construction details.
5.     **Electrical Drawings:** To include all lighting facilities, electrically operated equipment, and electrical circuits required for all service equipment of the building or structure.
6.     **Mechanical Drawings:** To include size and type of appliances, construction of flues and chimney systems, ventilation air provided, fresh air make-up provided, location of all ducting and piping.
7.     **Plumbing Drawings:** To include a plan view and a riser diagram of waster and water piping, pipe sizing, grade of piping, drainage fixtures unit loads and stacks and drains, water distribution design criterial.
8.     **Fire Protection Systems:** To include the submittal guide for each type of system. See specific submittal guide requirements.