

# BOROUGH OF ORWIGSBURG UNIFORM CONSTRUCTION PERMIT APPLICATION

## LOCATION OF PROPOSED WORK OR IMPROVEMENT

Site Address: \_\_\_\_\_

Tax Parcel # \_\_\_\_\_ Lot # \_\_\_\_\_

Subdivision/Land Development: \_\_\_\_\_ Phase: \_\_\_\_\_ Section: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

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

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

Principal Contractor: \_\_\_\_\_ Phone# \_\_\_\_\_ Fax# \_\_\_\_\_

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

E-Mail \_\_\_\_\_

Architect: \_\_\_\_\_

Phone# \_\_\_\_\_ Fax# \_\_\_\_\_

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

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

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

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

Describe the proposed work:

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

### ESTIMATED COST OF CONSTRUCTION (reasonable fair market value)

\$ \_\_\_\_\_

Shannon M. Darker

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www.thearrogroup.com



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

**RESIDENTIAL**

- One-Family Dwelling (R-3)
- Two-Family Dwelling (R-3)

**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, gas, oil, etc.) \_\_\_\_\_

**Water Service:** (Check)  Public  Private

**Sewer Service:** (Check)  Public  Private (Septic Permit # \_\_\_\_\_ )

**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**

Existing Building Area: \_\_\_\_\_ sq. ft. Number Of Stories: \_\_\_\_\_

Proposed Building Area: \_\_\_\_\_ sq. ft. Height of Structure Above Grade: \_\_\_\_\_ ft.

Total Building Area: \_\_\_\_\_ sq. ft. Area of the Largest Floor: \_\_\_\_\_ sq. ft.

**FLOODPLAIN**

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

Will any portion of the flood hazard area be developed? (Check One)  YES  NO  N/A

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 Borough.*

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 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 or Authorized Agent

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

\_\_\_\_\_  
Date

Directions to Site:

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

(FOR CODE ADMINISTRATOR USE ONLY)

**ADDITIONAL PERMITS/APPROVALS REQUIRED**

<input type="checkbox"/> STREET CUT/DRIVEWAY	APPROVED _____
<input type="checkbox"/> CUT AND FILL	APPROVED _____
<input type="checkbox"/> PENNDOT HIGHWAY OCCUPANCY	APPROVED _____
<input type="checkbox"/> DEP FLOODWAY OR FLOODPLAIN	APPROVED _____
<input type="checkbox"/> SEWER CONNECTION	APPROVED _____
<input type="checkbox"/> ON-LOT SEPTIC	APPROVED _____
<input type="checkbox"/> ZONING	APPROVED _____
<input type="checkbox"/> HARB	APPROVED _____
<input type="checkbox"/> OTHER _____	APPROVED _____

**APPROVALS**

BUILDING PERMIT DENIED:	Date _____	Date Returned _____
BUILDING PERMIT APPROVED:	Date _____	
CODEADMINISTRATOR _____		
Date Issued _____	Date Expires _____	PERMIT # _____
BUILDING PERMIT FEE	\$ _____	RECEIPT # _____
PLUMBING PERMIT (if app.)	_____	RECEIPT # _____
MECHANICAL PERMIT (if app.)	_____	RECEIPT # _____
ELECTRICAL PERMIT (if app.)	_____	RECEIPT # _____

**PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)**

Type of document:	Submitted	Signed & Sealed	Date:	Revision Date:
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	_____	_____
Workers Comp. Certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No		_____	_____

DATE STAMP:



## **UCC CONSTRUCTION PERMIT APPLICATION INSTRUCTIONS**

Dear Orwigsburg Borough Construction Permit Applicant,

I have enclosed the following applications to obtain an Orwigsburg Borough UCC Construction Permit.

Three sets of plans are required to be submitted with the completed application and plans for commercial projects must be sealed and signed by a design professional.

Non-residential construction may require Land Development Plan approval prior to approval of Zoning/UCC Permit Applications.

The fees associated with the application are listed on the attached Permit Fee Schedule. Please review the paragraph regarding municipal and state administrative fees. We will contact you with the amount of the fees due upon receipt of the plans and applications. No permits will be issued prior to receipt of all fees. If the work performed varies from the applications and/or plans and results in additional fees being required, no Occupancy Permit will be issued by Orwigsburg Borough until all fees have been paid in full.

Incomplete or missing application information and/or incomplete plan submittals will delay permit processing.

An Orwigsburg Borough Zoning Permit and other approval requests may be required as part of the proposed construction activities. The issuances of UCC Construction Permits do not individually authorize the start of construction until all other required permits are approved.

If you have any questions regarding the UCC Construction Applications please do not hesitate to contact us at 570.366.9534.

Very truly yours,

ARRO Consulting, Inc.

**ALL APPLICATIONS MUST BE FORWARDED TO ARRO CONSULTING, INC. AT ADDRESS LISTED BELOW.**

ARRO Consulting, Inc.  
1239 Centre Turnpike  
Orwigsburg, PA 17961  
Phone 570.366.9534 Fax 570.366.9537

**BOROUGH OF ORWIGSBURG**  
**Building and Zoning Permits Department**  
**Municipal Building**  
**209 N. WARREN STREET**  
**ORWIGSBURG, PA 17961**

Telephone: (570) 366-9534

Shannon Darker, BCO

**PLAN SUBMISSION REQUIREMENTS FOR NEW CONSTRUCTION**

1. The three (3) sets of plans and specifications signed and sealed by the designer must be provided along with the completed permit applications.
2. **Site plans must show building footprint and distances from lot lines, street right-of-ways and finished grades.**

Building Plans

- Front, rear and side elevations
- Footing/foundation diagram
- Garage/living area separation walls
- Window and Door schedule
- Design loads and design calculations
- Location of smoke and/or heat detectors
- "R" value of wall and ceiling insulation

Plumbing Plans

- Connection details based on Township Codes
- Isometric diagram of water supply system with fixtures, locations and water supply fixture units (WSFU) values
- Isometric diagram of sewage collection system with fixtures, location and value

Mechanical Plans

- Location and equipment size
- Air distribution and return system
- Ventilation and exhaust
- Combustion air requirements for all new appliances
- Gas piping diagram

Electrical Plans

- Location of all devices including lighting, receptacles, switches appliances, transformers, panels and sub panels
- Size and type conductors
- Panel and sub panel schedule

**Home owners are permitted to draw their own plans. All plans must be to scale.**

**BOROUGH OF ORWIGSBURG**

**RESOLUTION No. 2020 - 16**

**PERMIT FEES SCHEDULE**

(Effective January 1, 2020)

The following permit fee schedule establishes the base permit fees for all types of construction permits. A 30% municipal administration fee must be added to all base fees listed below. A State administration fee pursuant to PA DCED (currently \$4.50) must also be added to each construction project.

**Mechanical & Plumbing:**

All appliances and fixtures including, but not limited to sinks, water closet, bathtub, shower, washing machine, hose bibb, floor drain, dish washer, drinking fountain, water heater, air handlers and any fuel burning device ( gas, oil, wood, or coal)

Plumbing ----- \$90.00 plus \$20.00 per a fixture/appliance

Utility service connections (water or sewer), boiler, grease traps, sewer pumps, refrigeration units , water cooled air conditioners, etc.

Mechanical ----- \$90.00 per a fixture/appliance

Minimum Fee \$120.00

**Building Fee Schedule**

Residential

New Construction.....\$90.00 plus .22 per sq. foot of GFA\*

Additions.....\$90.00 plus .22 per sq. foot of GFA\*

Alterations & repairs.....2.4% of construction cost. Any additional inspections which may be required due to the scope of the work will be negotiated with the applicant during the plan review process and prior to the issuance of a permit.

Swimming pools (includes required fence) (Requires separate electrical permit)

In-ground pool ..... \$250.00

Above ground pool ..... \$160.00

Pool electrical ..... \$95.00

Demolition .....\$120.00

Manufactured Homes ..... \$420.00

Utility & miscellaneous use groups not identified above ..... 2% of construction cost (decks, fences, towers, concrete slabs, retaining walls, solar panels, etc. )

Minimum fee..... \$120.00

All use groups other than Residential

New Construction & additions.....\$90.00 plus .28 per sq. foot of GFA\*

Alterations.....2.8% of construction cost. Any additional inspections which may be required due to the scope of the work will be negotiated with the applicant during the plan review process and prior to the issuance of a permit.

Demolition.....\$0.02 per sq. ft. (\$165.00 Minimum)

Signs.....\$90.00 plus \$2.55 per sq. ft.

Minimum fee..... \$120.00

\*GFA - Gross floor area defined as the total square footage of all floors thin the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways, covered walkways and attics with floor to ceiling height of 6'6" of more.

**Electrical Fee Schedule**

Service and Feeders

200 AMP or less.....\$120.00  
201 AMP to 400 AMP..... \$120.00  
Over 400 AMP.....\$25.00 per 100 Amp  
Sub-feeders or Sub-panels..... 1/4 of above fees  
Over 600 volts..... double above fees

Residential Flat Rate Inspections

2 trip maximum

100 Amp service and max 100 devices.....\$210.00  
200 Amp service and max 200 devices.....\$240.00  
over above limits use individual fee calculations

Modular/Mobile homes, 1 trip, service & feeder.....\$120.00

Minor Alterations and Service

max 15 devices.....\$120.00

Rough Wire

All switches receptacles and lighting outlets

1 to 25.....\$25.00  
each additional 10.....\$15.00

Finished Wiring

All switches, receptacles and lighting outlets

1 to 25.....\$25.00  
each additional 10.....\$15.00

Heating, Cooling, Cooking, Appliances, Equipment

Motors, Generators, Transformers, Capacitors, Etc.

less than 1/3 hp, kw, kva use finished wiring fee

over 1/3 hp, kw, kva

1/3 to 1.0.....\$20.00  
1.1 to 5.0.....\$25.00  
5.1 to 10.0.....\$25.00  
10.1 to 30.0.....\$30.00  
30.1 to 50.0.....\$35.00  
50.1 to 100.0.....\$40.00

over 100 @ \$1.00 per hp, kv, kva



over 600 volts, 2x above fees  
 Signaling, Communication and Alarm Systems  
 1 to 10 devices.....\$50.00  
 each additional device.....\$2.00

Minimum Fee.....\$120.00

**Fire: All use groups except one and two family**

Sprinklers.....\$60.00 plus \$0.30 per sprinkler head  
 Standpipe..... \$100.00 Each  
 Wet/Dry/Carbon Dioxide.....\$130.00 up to 100lbs. (\$0.80 each pound over)  
 Commercial Cooking System.....\$180.00 per system (hood, duct & suppression)

**Plan Review Fee Schedule**

For Buildings with an estimated construction value up to \$3,000,000.00 the Building Plan Review fee is: 0.0013 of the estimated value. (\$280.00 Minimum)

For Buildings with an estimated construction value over \$3,000,000.00 up to \$6,000,000.00 the Building Plan Review fee is: \$3,950.00 plus 0.0005 of the estimated value over \$3,000,000.00

For Buildings over \$6,000,000.00 the fee is: \$5,450.00 plus 0.0004 of the valuation over \$6,000,000.00

The Plan Review Fee for: Electrical, Mechanical and Plumbing are computed at 30% of the Building Plan Review fee for each discipline (\$260.00 Minimum)

**Plan Submission Requirements**

All construction and site plans must be included with submittals and shall include a copy of all plans in an electronic format. Submittals not accompanied by electronic format construction and site plans will be required to pay the cost associated with scanning the paper documents.

**Stormwater Plan Review**

All Stormwater plans shall be submitted with the plans when required. The Stormwater Plan Review Fee: \$800.00

**Commencing Activities Prior to the Issuance of Permits or Submittal of Plans**

Activities commenced prior to the issuance of permits or submittal of plans required by Orwigsburg Borough pursuant to the Pennsylvania Uniform Construction Code shall be subject to a sixty percent (60%) administrative fee.

**Re-Inspections**

All other inspections and re-inspections not listed will be invoiced to the property owner/contractor at the rate of \$120.00/hour.

**Construction Not Covered Above**

Any construction, not specifically cited above, requiring a permit and inspection shall be associated with the closest specific construction type indicated.

**DULY PRESENTED AND ADOPTED** at the Reorganization Meeting of the Borough Council of the Borough of Orwigsburg this 6<sup>th</sup> day of January 2020.

By: Rick Buback  
Council President

SEAL

Sherry M Edwards  
ATTEST: Secretary

I, Sherry Edwards, duly qualified Secretary of the Borough of Orwigsburg, Schuylkill County, Pennsylvania, hereby certifies that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough Council at a regular meeting held 6 January 2020 and said Resolution has been recorded in the Minutes of the Borough of Orwigsburg Council and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Orwigsburg, this 6<sup>th</sup> day of January, 2020.

Name of Applicant: Borough of Orwigsburg

County: Schuylkill County

Sherry M Edwards  
Secretary