

# **HONEY BROOK TOWNSHIP**

## **ALTERNATIVE ENERGY SOURCES DATA INFORMATION PACKET UNDER THE UNIFORM CONSTRUCTION CODE (UCC)**

***EVERYTHING IN THIS PACKET IS IMPORTANT.*** Please read everything carefully and completely before filling out the permit application.

**PAGES 5-7 OF THIS PERMIT DATA INFORMATION PACKET SERVE AS THE PERMIT APPLICATION AND ARE TO BE RETURNED TO THE TOWNSHIP ALONG WITH A \$50 PROCESSING AND RETENTION FEE.** The permit fee will be due after the application is approved, according to the current year's Fee Schedule. Published permit fees assume the submitted permit is complete and will not require additional review time above and beyond what is customary for such a permit application's review. The applicant will assume all additional costs for the review time of deficient permits.

**THIS IS AN ORIGINAL APPLICATION.** Once you submit it, it will not be returned to you. Therefore, you are advised to make a copy of this application once you have completed it and keep it for your records

The Uniform Construction Code (UCC) creates one building code for the entire state. It requires greater detail in building design and plot plans. Township Code requires that all the items of information be addressed to process your application. Zoning permits do not fall under the UCC.

***Please submit three (3) sets of site plans and construction documents with the application.***

Again, everything listed in this application is required. Please follow the directions.

# REQUIREMENTS FOR OBTAINING A BUILDING PERMIT

A 15-business-day review period is permitted by State Code. A *typical* review period is 5 to 10 business days.

Listed below are the items that are required to be submitted to Honey Brook Township along with the building permit application (pages 3-5). Failure to submit the required items will result in denial of the permit and stoppage of the review until the required items are received. ***NO WORK SHALL BEGIN UNTIL A BUILDING PERMIT HAS BEEN ISSUED. Any resident identified as having commenced construction or use activity without acquiring the necessary permits shall be charged DOUBLE the normally assessed fees.***

If you have any questions, please call Technicon Enterprises Inc., ll at (610) 286-1622 x100. Please note that consulting with the engineers at Technicon could result in the applicant being billed per the current year's Fee Schedule.

## Please submit:

1. **One (1) copy of Pages 5-7 of this packet with all information on pages 5-6 completed.** Please note that the Permit Application must be signed by the Owner(s) or Lessee of the building or structure, an approved agent, or the Registered Design Professional employed in connection with the proposed work.
2. **The \$50 Processing and Retention fee.** Checks may be made payable to "Honey Brook Township." Please note that the permit fee will be due after the application is approved., according to the current year's Fee Schedule. Published permit fees assume the submitted permit is complete and will not require additional review time above and beyond what is customary for such a permit application's review. The applicant will assume all additional costs for the review time of deficient permits.
3. **Three (3) sets of site plans.** Please provide the dimensions of all existing structures and proposed equipment and the distances from each to all property lines. Identify streets adjacent to the property. On-lot sewage disposal systems, wells, and/or any easements/deed restrictions must also be indicated. ***Note: The property owner is responsible for the accuracy of this plot plan.***
3. **One (1) set of specifications of all equipment to be installed.**
4. *For residential roof-mounted equipment:* **provide details of the roof structure** (framing details, type of roof and lumber species, finish with ceiling or open rafters) **and mounting details** (unit weight and dimensions. Identify any other existing equipment mounted on the roof, including size, location, and weight.
5. *For commercial applications:* **drawings signed and sealed by a licensed architect or professional engineer.**
6. *For ground-mounted equipment:* **the Manufacturer's Specifications & Installation Requirements.** If not pre-engineered by the Manufacturer, then the application must be accompanied by signed and sealed engineered drawings.
7. *For projects involving more than 5,000 square feet of earth disturbance,* an approved **Low Hazard Soil Erosion & Sedimentation Control Plan application** from the Chester County Conservation District (CCCD), (610) 925-4920. A copy of the approval letter or the letter of exemption must be included with the building permit application. The CCCD website has application forms and information at [www.chesco.org/conservation](http://www.chesco.org/conservation).

**PLEASE NOTE:** A stormwater management (SWM) plan may be required upon review of the submitted information. Stormwater requirements are found in Chapter 20 of the Township Code of Ordinances.

## INSPECTIONS REQUIRED DURING THE STAGES OF CONSTRUCTION

The issuance of a building permit requires you to comply with the building code during construction and to receive the mandated inspections prior to building the next phase. One inspection fee per stage is included in the cost of the building permit. Following are the stages of construction when the code enforcement officer must be notified. Inspections must be scheduled twenty-four (24) hours in advance, unless special instructions are provided in the permit. The permit will indicate which inspections you are required to have. **YOU MUST PASS INSPECTION BEFORE YOU PROCEED TO THE NEXT STAGE OF CONSTRUCTION.** If you proceed without approval, the Code Enforcement Officer will require the construction to be halted until the work is inspected. Should additional inspections be required, a re-inspection fee will be due to the applicant.

**PLEASE NOTE:** As the appointed third-party agency, Technicon Enterprises, Inc., II will perform all inspections for all permitted work under the Uniform Construction Code. The cost of inspections is included in the permit fee; however, applicants may be billed for re-inspections. ***To schedule inspections, please call (610) 286-1622, x100.***

**(For Ground-Mounted systems only)**

### FOOTINGS INSPECTION

#### **MINIMUM TWENTY-FOUR (24) HOUR WORKING NOTICE IS REQUIRED**

This inspection is to be scheduled AFTER excavation is completed and forming for footings, reinforcement, and grade stakes have been installed. Concrete **MAY NOT** be poured until this Inspection has been completed and approved by the Code Enforcement Officer. For pre-cast walls the stone placement must be inspected prior to the wall placement. **Note:** Footings are required to have smooth side and sharp corners, be continuous and of appropriate size. Property lines or setback lines must be staked accurately to verify proper placement.

### PREPOUR INSPECTION

#### **MINIMUM TWENTY-FOUR (24) HOUR WORKING NOTICE IS REQUIRED**

Concrete walls and ICF walls. Forms set and pinned and rebar installed and supported prior to concrete.

### ELECTRICAL INSPECTIONS

#### **MINIMUM TWENTY-FOUR (24) HOUR WORKING NOTICE IS REQUIRED**

Required inspections will be noted on the permit card.

**FINAL INSPECTION AND ISSUANCE OF CERTIFICATE OF USE & OCCUPANCY (U&O)**  
**MINIMUM TWENTY-FOUR (24) HOUR WORKING NOTICE IS REQUIRED**

The final inspection will be made upon completion of the project. Prior to the final inspection, the grading & seeding for ground-mounted systems must be completed. A final electrical inspection sticker must be placed on the main electrical service panel. No Use and Occupancy Certificate will be issued until the Code Enforcement Officer has determined that the system is in full compliance with the approved building plans and provisions of all building codes.

NOTE: NO SYSTEM MAY BE PUT INTO SERVICE UNTIL THE ISSUANCE OF A FINAL USE AND OCCUPANCY CERTIFICATE. ANY DEVIATION FROM THE APPROVED BUILDING PLANS SUBMITTED WITH YOUR ORIGINAL APPLICATION MUST BE APPROVED BY THE BUILDING CODE OFFICIAL, IN WRITING, BEFORE PROCEEDING WITH ANY CHANGE.

Your signature on the building permit application indicates you understand and will comply with these requirements.

**Pages 5-7 comprise the actual permit application. Please fill out pages 5 & 6 and return with the \$50 processing and retention fee (check made payable to):**

**Honey Brook Township  
500 Suplee Road \* P.O. Box 1281  
Honey Brook, PA 19344**

**HONEY BROOK TOWNSHIP**  
**ALTERNATIVE ENERGY SOURCES PERMIT**  
**APPLICATION**

**Tw. Use Only**

Date Received:

**\$50 Processing  
& Retention Fee\*:**

Permit # \_\_\_\_\_

\*Additional fee due upon issuance of  
permit per the current Fee Schedule.

**LOCATION OF PROPOSED STRUCTURE:**

County: Chester Municipality: Honey Brook Township Zoning District \_\_\_\_\_

Site Address: \_\_\_\_\_ Tax Parcel #: 22- \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot # \_\_\_\_\_ Lot Size: \_\_\_\_\_ Tot. Land Disturbance (sq. ft.): \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_ Cell # \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_ Cell # \_\_\_\_\_

Design Professional: \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Cell # \_\_\_\_\_

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

☐ Roof Mounted ☐ Ground Mounted ☐ Other: \_\_\_\_\_

**USE (Check):**

☐ Residential ☐ Commercial ☐ Industrial ☐ Other: \_\_\_\_\_

**ELECTRICAL SERVICE:**

Job #: \_\_\_\_\_ Amperage: \_\_\_\_\_ Phase: \_\_\_\_\_

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

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

**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**

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/or 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. Permits will be issued in the name of the property owner.

**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 provision of the code(s) applicable to such permit.**

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

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

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

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

## **HONEY BROOK TOWNSHIP SOLAR ENERGY SYSTEMS GLARE CERTIFICATION**

Per Section 27-1053.D.(12)(a) of the Honey Brook Township Zoning Ordinance, solar collectors shall be installed so as to prevent glare or concentrated solar radiation as may otherwise be directed onto other properties or onto roadways such that a nuisance situation is created. Anti-reflective surface materials or coatings shall be used to preclude glare to the extent feasible.

Per Section 27-1053.D.(12)(b), the applicant or the installer or manufacturer of the solar energy system shall submit with the application for permit approval, as applicable, a signed statement certifying that the proposed system shall not produce glare or reflect concentrated solar radiation visible beyond the property lines of the property upon which the solar energy system shall be located such that a nuisance situation is created;

Therefore, the property owner and their installer, hereby acknowledge, the following:

- (1) Should any glare or concentrated solar radiation produced prove to be visible beyond the property lines of the property upon which the solar energy system shall be located, at any time subsequent to the installation of the system, such that, in the opinion of the Zoning Officer, a nuisance situation or safety hazard arises for another property owner or the travelling public, the Township may at its discretion require mitigative action or may require the removal of the system or portion thereof generating the glare or reflected solar radiation;
- (2) Should any mitigation or system removal deemed necessary by the Township fail to be dealt with in accordance with the Township's determination within six months of notification of the landowner and/or system owner, or immediately in any case determined to be a safety hazard, the Township may implement such mitigation or remove such systems as it deems necessary, costs therefor to be reimbursed within 90 days and, if not, a commensurate lien shall be placed upon the property;
- (3) That the obligations set forth herein shall continue so long as the subject solar energy system remains in operation, regardless of ownership of the property, and the current landowner shall notify any purchaser of the property of these obligations.

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_  
Installer Signature

\_\_\_\_\_  
Landowner Printed Name & Date

\_\_\_\_\_  
Installer Printed Name & Date

## FOR TOWNSHIP BUILDING CODE OFFICIAL USE ONLY

### ADDITIONAL PERMITS/APPROVALS REQUIRED

<input type="checkbox"/> STREET CUT/DRIVEWAY	APPROVED _____
<input type="checkbox"/> PENNDOT HIGHWAY OCCUPANCY	APPROVED _____
<input type="checkbox"/> DEP FLOODWAY OR FLOODPLAIN	APPROVED _____
<input type="checkbox"/> EROSION AND SEDIMENT CONTROL PLAN	APPROVED _____
<input type="checkbox"/> ZONING	APPROVED _____
<input type="checkbox"/> STORMWATER	APPROVED _____
<input type="checkbox"/> OTHER _____	APPROVED _____

### APPROVALS

BUILDING PERMIT DENIED:	Date _____	Date Returned _____
BUILDING PERMIT APPROVED:	Date _____	Permit # _____
BUILDING CODE OFFICIAL: _____		
Date Issued _____	Date Expires _____	Permit # _____
BUILDING PERMIT FEE	\$ _____	Receipt # _____
ZONING PERMIT FEE	\$ _____	Receipt# _____
MECHANICAL PERMIT (if appl.)	_____	Receipt # _____
ELECTRICAL PERMIT (if appl.)	_____	Receipt # _____
DRIVEWAY PERMIT (if appl.)	_____	Receipt # _____

### PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)

Type of documents:	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	_____	_____
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	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____

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.

#### FOR OFFICE USE ONLY

Paid by: Cash \_\_\_\_\_

Issuance Date: \_\_\_\_\_ Date Expires: \_\_\_\_\_ Plan Review & Permit Fee\*: \_\_\_\_\_ Check # \_\_\_\_\_

Inspected & Approved by: \_\_\_\_\_ + UCC Fee: \$4.50  
Signature =====

Inspection & Approval Date: \_\_\_\_\_ Total: \_\_\_\_\_  
\*Fees are per the Fee Schedule for the current year