

HONEY BROOK TOWNSHIP

ELECTRICAL PERMIT APPLICATION UNDER THE UNIFORM CONSTRUCTION CODE (UCC)

Use this permit application for:

- A stand-alone electrical project
- Electrical service to a structure issued as a Zoning Permit which is not subject to the UCC

NOTE: if you are installing electrical service under a residential building permit application or a commercial building permit application, **DO NOT** use this permit application, as it is redundant. Instead, include the electrical information with that permit application.

Please read everything carefully and completely before filling out the permit application.

PAGES 4-5 OF THIS 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.

Everything listed in this application is required. Please follow the directions.

REQUIREMENTS FOR OBTAINING AN ELECTRICAL 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 4-5). 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., II 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. **Pages 4-5 of this packet with all information on page 4 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.** Site plan requirements are as follows:
 - a. Lot dimensions.
 - b. Location of existing and proposed structures on the lot and the distances from each to all property lines.
 - c. Street or highway rights-of-way and any other easements or rights-of-way.
 - d. Existing or proposed septic & well locations.
 - e. Existing driveway location
 - f. Dimensions and boundaries of total earth disturbance, if applicable.
4. **Three (3) sets of applicable electrical drawings:**
 - a. The electrical service location, lateral or overhead, amperage size, grounding method, & equipment cut sheets.
 - b. A panel schedule identifying branch circuits, overcurrent protection ratings, AFCI protection, & GFCI protection.
 - c. Smoke detector and carbon monoxide detector locations, if applicable.

IT IS STRONGLY RECOMMENDED THAT THESE PLANS LISTED BE PREPARED BY A REGISTERED DESIGN PROFESSIONAL.

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 exposed for inspection. 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 electrical 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.***

ELECTRICAL INSPECTIONS

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

Your permit card will indicate the required inspections (service, rough, final).

NOTE: NO ELECTRICAL SERVICE MAY BE USED UNTIL THE ISSUANCE OF A FINAL USE AND OCCUPANCY CERTIFICATE. ANY DEVIATION FROM THE APPROVED 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 4-5 comprise the actual permit application. Please fill out and return with the \$50 processing and retention fee (check made payable to):

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

**HONEY BROOK TOWNSHIP
UNIFORM CONSTRUCTION CODE (UCC)
ELECTRICAL PERMIT APPLICATION**

Twp. Use Only
Date Received: _____
**\$50 Processing
& Retention Fee***: _____
Permit # _____

***Additional fee due upon permit
issuance per current year's Fee
Schedule**

LOCATION OF PROPOSED WORK OR IMPROVEMENT

County: Chester Municipality: Honey Brook Township Zoning District: _____

Site Address: _____ Tax Parcel #: 22- _____

Subdivision: _____ Lot # _____ Lot Size: _____

Owner: _____ Phone # _____ Fax # _____

Mailing Address (if different): _____ Cell # _____

Contractor: _____ Phone # _____ Fax # _____

Mailing Address: _____ Cell # _____

USE: (Check One)

Residential Commercial Industrial Other: _____

TYPE OF INSTALLATION: (Check)

New Alteration Repair Other: _____

SERVICE: (Check One)

Overhead Underground

Job #: _____ Amperage: _____ Phase: _____

SCOPE OF WORK: _____

ESTIMATED COST OF PROJECT (reasonable fair market value) \$ _____

I hereby certify that the information hereon and herewith is true and correct to the best of my knowledge and that I understand and will comply with all requirements required for this permit type.

Signature of Owner or Authorized Agent Date

Print Name of Owner or Authorized Agent

-----**OFFICE USE ONLY**-----

Issuance Date: _____ Date Expires: _____ Permit Fee*: _____

Paid by: Cash _____
Check # _____

Approved by: _____ + UCC Fee: \$4.50
Signature

Total: _____

*Fees are per the Fee Schedule for the current year

FOR TOWNSHIP BUILDING CODE OFFICIAL USE ONLY

APPROVALS

| | | |
|---------------------------|--------------------|---------------------|
| BUILDING PERMIT DENIED: | Date _____ | Date Returned _____ |
| BUILDING PERMIT APPROVED: | Date _____ | Permit # _____ |
| BUILDING CODE OFFICIAL: | _____ | |
| Date Issued _____ | Date Expires _____ | Permit # _____ |
| ELECTRICAL PERMIT _____ | | Receipt # _____ |

PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)

| Type of documents: | Submitted: | Signed & Sealed: | Date: | Revision Date: |
|---------------------------|--|--|-------|----------------|
| Electrical 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 | _____ | _____ |