

1633 Route 51, Suite 100, Jefferson Hills, PA 15025 1-866-410-4952 www.cea-code.com

# MUNICIPAL HELPFUL GUIDLEINE SHEET

This sheet is to help explain to municipal building and administrative departments the proper protocol and procedure the Commonwealth of Pennsylvania Uniform Construction Code (PA UCC) requires for the Building Code Official to perform the tasks required in a legal manner for your community.

### **Definitions:**

- 1) PA UCC Pennsylvania Uniform Construction Code- This is the "building code" established in 2004 by Act 45. It established the basis for a uniformed language for building departments to follow.
- 2) <u>BCO</u>- Building Code Official This is certified position of the Pa UCC. Most refer to the BCO as code enforcement which in some communities may be one in the same position. However, the BCO oversees the building department and endorses all permits under the UCC.
- 3) <u>FCO</u>- Fire Code Official provides interpretations and enforcement of the International Fire Code. (Maintenance Code)
- 4) <u>ICC</u>- International Code Council The PA UCC follows the codes as described in the various ICC volumes:
  - IBC- International Building Code\_(Commercial Code), IRC- International Residential Code- (reserved for single family dwellings and duplex), ANSI- Accessibility National Standard (most times referred to as ADA), IPMC International Property Maintenance Code (is designed for a uniformed local property maintenance code), IFC International Fire Code (specifically designed for fire code maintenance and enforcement), IPC International Plumbing Code (covers all the plumbing code), IMC International Mechanical Code (covers all the mechanical code), NEC- National Electric Code (covers all the commercial electric code), IECC International Energy Conservation Code (covers the energy standards and code), IPSC International Pool and Spa Code (covers all pools and spas), IEBC- International Existing Building Code (covers commercial code for all existing buildings).
- 5) <u>Plans and Plan Review</u>- These are referred to by building plans such as architectural or engineered designed drawings, details or guidelines. The PA UCC requires all commercial applications be accompanied with a designed set of plans sealed by a Pennsylvania Architect or Engineer. The plans review is a process whereby a certified plans examiner reviews the designs for minimum code compliance.
- 6) <u>Permits</u> The legal intent to grant permission for a construction, alteration or addition project to proceed forward by the local authority having jurisdiction (AHJ).
- 7) <u>Inspection</u>- The legal observance of work being performed in accordance with a schedule, procedure and design authorized by an authority having jurisdiction.

### **Permits**

There are many different permits described throughout all the code volumes. Often separate permits which may be required for a single project. The project is first reviewed by the BCO and assigned to the plan's examiner for minimum code compliance. Once reviewed and approved by the plan's examiner, the submitted plans are permitted with an "official" placard signed by the building code official. Based upon the design submitted, the plans examiner will also assign the required inspections for final.

### Inspections

There are many different and required inspections during a permit process. Many different code volumes may be reviewed and described in a single set of plans submitted in a permit application. The three most described are as follows:

- 1) Pre-production Inspections may include lot development and plans examination
- 2) <u>During -production</u> all the required inspections of the design submitted.
- 3) <u>Post- production</u> involves maintenance inspections after occupancy, such as: IPMC and IFC inspections to ensure continuous safety compliance of occupants and the public are at a minimum basis.

### Occupancy

This refers to the legal certificate granted to an occupant by the authority having jurisdiction (AHJ). The Certificate of Occupancy is signed by the BCO on file with the Commonwealth. Occupancy does not end at final inspection. The Occupancy Certificate may be revoked by the BCO is unsafe conditions, illegal, improper use or lack of proper and functioning utilities are present in an occupied condition.

### Application

The legal form required by the BCO to open a new matter as requested by the owner or owner's agent of a property or space. The Commonwealth UCC describes certain information that must be captured on an application. A permit cannot be issued without a proper application being filed with the municipality.

# Step by Step Process- Everything begins and Ends at the Municipality.

- 1) An application is requested by the owner or owner's agent of the described property or space. The requestor fills out and signs the application.
- 2) A set of plans or descriptions of what is being requested in the application is attached to the signed application and submitted to the local building department.
- 3) The application is legally accepted by the local building department and assigned to the Building Code Official for review and processing.
- 4) The BCO reviews the submitted application and information and assigns the materials to the plan's examiner to review for minimum code compliance.
- 5) Once "stamped" by the plans examiner as accepted, the plans or descriptions are submitted for permitting.
- 6) The actual placard and administrative supportive materials are collated into a permit package and submitted to the BCO for final review.
- 7) The BCO reviews all proper steps and protocols have been legally processed and signs the placard for permit.
- 8) The plans or descriptions, placard and all information, notes and details received are returned to the municipality for building department processing and procurement of permit.
- 9) Procurement of permit by the applicant or agent is achieved at the local municipal offices. NOTE: A permit is not active by law until procured by the AHJ.
- 10) Additional permits mat not have been properly procured.
- 11) The permit holder is given a list of inspections required as per the design / descriptions submitted in the application. All inspections must be requested by the permit holder or contractor assigned and must be final by the BCO prior to closing out the permit.
- 12) A final inspection or certificate of occupancy is issued and signed by the BCO. Note: not all permits may require a certificate of

### What's the Hold UP??

In some cases, getting from application to final or certificate is not achieved as quick as the applicant's interests are expecting. Here are a few examples of bottlenecks that may occur:

- 1) Application submitted is incomplete, illegible or not signed by the applicant.
- 2) Application is absent of proper supportive documents, designs or descriptions.
- 3) Plans Examination is requiring additional information, details or documents for plans approval.
- 4) Applicant changes information, details or descriptions in the original submission.
- 5) Contractor or Applicant failed to properly request inspections assigned.
- 6) Applicant or Contractor changes approved designs in the field during construction.
- 7) A design professional discharges the sealed plans during construction.
- 8) Applicant or Contractor may be asked for additional details or documents during construction for support to the permit and have not submitted the required.
- 9) Applicant or Contractor has not completed required final inspections.

<sup>\*\*</sup> In all such scenarios or suggestions, the BCO is assigned to help the permit along. Contact the BCO for review or updates of information when necessary.

### **Notable Details of the Building Department:**

- 1) The Application is a legal document and must be legible, completed properly and signed prior to acceptance.
- 2) Commercial Applications submitted require designed plans sealed by a Pennsylvania Architect or Engineer.
- 3) Residential plans (do not require sealed plans) \*\*Only when the BCO requires\*\*
- 4) Any new construction or addition to a structure primary structure requires a review for permitting by the BCO.
- 5) Accessory structures less than <1000 square feet are exempted from UCC permit. (NOT Zoning).
- 6) Submitted applications must be accepted or rejected by the BCO within the following timeline:
  - Residential Applications 15-Business Days
  - Commercial Applications 30 Business Days

**NOTE:** Any failure of plans submitted to the BCO are subject to progress of the applicant and not within the review guidelines. Failed plans over 30-days unclaimed or unresponsive are returned to the local jurisdiction as denied applications.

- 7) PA UCC requires proof of workman's compensation for all contractors or applicants. In the event the applicant or contractor is a sole proprietor or individual, a "waiver" to workman's compensation must be signed and notarized. This is required prior to permit submission.
- 8) All inspections assigned by the BCO must be fulfilled before any final inspection or occupancy approvals. Uninspected or skipped inspections are solely the discretion of the local BCO to review and further professional inspection may be required by the BCO.
- 9) Commercial applications, plans, details, designs and inspections are NOT subject to PA Right to Know and should never be shared without the expressed permission of the BCO.
- 10) Every municipality is AUDITED by the Commonwealth of Pennsylvania Department of Labor & Industry (PA L&I) every 5 years for all commercial permits reviewed and issued. The BCO and license of the BCO is audited for compliance.

PA UCC is different than local Zoning, Land Development, Property Maintenance and Code Enforcement. Although all departments work very close in hand. The legal process and descriptions may not overlap with local ordinances.

All fees associated with UCC permits, inspections and services are approved by the local municipality by ordinance and a fee adoption.

All UCC related information is always shared with the municipality. Some materials are not permitted to be shared with the public.

Commercial Electrical Permits are always separate from UCC permits. Residential Electrical is always included in the UCC permit.

All CEA inspectors wear uniforms, identification tags and use company vehicles while performing on behalf of the municipality. No unidentified employees ever inspect outside those guidelines.

All inspections and services (outside emergencies) are only performed during normal business hours of Monday thru Friday 8:00am to 4:30pm.



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# WHY do you require an Architect or Engineer?

As a Building Code Official, Building Inspector, Plumbing, Mechanical, Electrical Inspector or Fire Code Official, the professional certification process defines the scope of work and legal language to interpret the civil and administrative codes designed by the International Code Council (ICC), the National Fire Protection Agency (NFPA) and the Commonwealth of Pennsylvania Uniform Construction Code (PA UCC).

A Building Code Official or Inspector is professionally certified to "inspect that of which is designed" by a registered design professional. Each professional has specifically been educated and trained in different aspects of the commercial and residential field and respects the others ability to perform the tasks necessary to professionally certify your project.

Building Code Officials and Inspectors are <u>not</u> design professionals and are <u>not</u> certified to give reliable construction information such as loads, calculations and design aspects of a project. We work in tandem with the design professionals and contractors to provide CODE interpretations and inspection processes to ensure the overall safety of the project meets or exceeds the minimum code standard of the Commonwealth UCC.

<u>SAFETY</u> is the sole concern with providing any professional inspection service or code interpretation in any community, county or governmental building department. A professional design set of plans, certified code opinion or professional review of existing condition is essential and necessary to ALL building officials and inspectors to properly review your application for safety and compliance.

Any commercial project design (new or existing) requires the professional oversight and accreditation of a PA Architect or Engineer to certify the structure, equipment and design layout meets or exceeds the minimum code standard. It's the LAW.

A Pennsylvania registered Architect or Engineer provides educated guidance and design advice to any project and is professionally certified to attest for all the exact details, specifications, calculations, codes and outcome of esthetic projection to make your project safe, secure and beneficial.

We welcome the ability to work together with you and communicate effectively to bridge the gap with information on who is who in your application process. Always feel free to communicate with the Building Code Official on any specific code concerns of your project.



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# RESIDENTIAL APPLICATION

Guidelines and Helpful Application Instructions

100% of Residential Plan failures are asked for the following additional information.

### New Construction – Addition – Single Family / Duplex – 2018 IRC

- 1) Completed (legible) drawings of the proposed construction including the following:
  - Footing, foundation, framing (including side wall) details
  - Proper layout and dimensions details of the proposed
  - Insulation, wallboard and flashing details
  - Res -check for energy compliance
  - Mechanical, plumbing and electrical details (if applicable)
  - Roofing method, (Truss, flat, rafter etc..) **TRUSS** roof requires an engineered stamped design at application.

A narrative describing the construction information is helpful. Please note, an inventory sheet, material list or supply receipts are **not** narratives.

### **POOL & Spas**

- 1) Inground or above ground? Type of Pool? Electrical service to new Pool?
  - Barrier Device (fence) Protection from entering the pool? WHERE?
  - Electrical set up and connections? (Bonding & Grounding methods)
  - Drain from the pool or spa?
  - Deck or Platform? Deck information and narrative.

### Decks and Balconies - (including roof over decks)

- 1) Describe the deck or balcony in DETAIL. Including the following:
  - How are you securing or attaching the deck to the structure?
  - Type of wood and dimensions of materials being used
  - Layout and design of the deck or balcony (including projections)
  - Beams, posts and fasteners, hangers and straps being used.
  - Depth of footings and securing methods of supports.
  - Safety devices handrails, side supports and guides posts.
  - Electrical outlets (110v) also any lights, fans or other.

<sup>\*\*</sup>Please note, this reference is not the only required information for plans examination, but more to help advise you in the application of what information is required. Additional details and information may be requested and required prior to the issuance of a building permit.



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# RESIDENTIAL DECKS 2018-IRC

<u>Section 403.62</u> of the Commonwealth of Pennsylvania Uniform Construction Code (UCC) states: "An owner or authorized agent who intends to construct, enlarge, alter, repair, move or demolish or change the use of occupancy of a residential building regulated by the Uniform Construction Code shall first apply to the Building Code Official and obtain the required permit."

### PLAN REQUIREMENTS:

Applicant of permit must submit (2) sets of drawings that shall include deck framing (including materials and dimensions), deck cross sections, stairways, guiderails, and handrail details. Dimensions must include height and spans. Bracing & Fastening information must be clearly noted. All posts or postings must show dimensions including in ground depth no less than 36" deep. All contractors must submit copy of Workman's Compensation (notarized waiver if sole proprietor). All contractors must submit a copy of the PA Home Improvement Contractors License (if applicable).

(b) An application must include (2) copies of a <u>site survey or plot plan</u> for UCC compliance and local Zoning information.

NOTE: Any Electrical components or additions must be applied by a separated Electrical Permit and inspected by CEA prior to final inspection. CEA Electrical (412) 889-1995.

NOTE: ALL decks must be a minimum of southern pine grade #2 or better and shall be pressure treated ACQ or CA-B.

<u>NOTE:</u> Decks shall not be attached to house overhangs, cantilevered bay windows, brick veneers, stone, exterior finishes or chimneys without prior approval from a PA registered Architect or Engineer.

NOTE: Framing hardware and fasteners shall be hot dipped galvanized or stainless steel.

NOTE: Decks surrounding above ground pools above 30" of grade must comply with the regulations.

NO deck shall be used or occupied until all final inspections have been performed and approved.



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# **Residential List of Inspections:**

- 1) Plan Review and Permitting
- 2) Footing (Usually want these early so they can pour concrete) (Could be a Pier inspection or post hole inspection)
- 3) Foundation Solid pour or block foundations
- 4) Underground Plumbing (perhaps electrical conduits) Contractor MUST have the system ready and <u>under test</u>. ( Means air or water)
- 5) Rough Ins Electrical is always 1<sup>st</sup>! Plumbing (outside Allegheny) Mechanical Plumbing MUST be ready and under test. (means air or water)
- 6) Framing Once Rough electrical is completed, ROUGH mechanical / plumbing should be stacked at framing all at once.
- 7) Insulation part of the energy code
- 8) Drywall Sometimes called Wallboard. (NO mudding until completed)
- 9) FINALS Just reverse the roughs- Electrical (1<sup>st</sup>) Mechanical / Plumbing & Final all together for OCCUOPANCY.

Note: Electrical must be COMPLTED prior to scheduling the rough ins & final inspections.



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2018 International Residential Pool & Spa Code

# INGROUND & ABOVE GROUND POOL & SPA

In an effort to help advance your application efficiently for a residential pool or spa permit, the following information is required to be submitted with your application.

## **Pool Barrier & Protection:**

An outdoor swimming pool, including an in ground, above ground or on ground pool, hot tub or spa shall be surrounded by a barrier which shall comply with the following:

The top side of the barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51 mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the structure is above grade, such as an above ground pool, the barrier may be at ground level, such as the pool structure. Where the barrier is mounted on the top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102mm).

Access gates shall comply with the regulations of section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outwards away from the pool and shall be self-closing and have self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:

(a)8.1 The release mechanism shall be located on the pool side of the gate at least 3 inches (76 mm) below the top of the gate.

(b)8.2 The gate and barrier shall have no opening larger than ½" (12.7 mm) within 18" (457 mm) of the release mechanism.

# Pool design and mechanical information

(There are dozens of differing designs and pools)

A copy of the manufacturer's pool design or information on the design type. Example: fiberglass, vinyl, concrete, aluminum, pvc, etc. Application must also include adequate information on the pool mechanical system (pumps and filtration). Lastly, information must be supplied for the electrical system to support the new pool. Information on the size and depth of the pool along with the covering and protective method is required.

Work with the pool installer, manufacturer or design group for ALL the needed information prior to application.

## **Residential Electrical Pool Permit:**

Electrical information shall include proper bonding information, circuit requirement and ground faulting information. If you require an additional outdoor outlet or circuit, please describe the type of exterior outlet and grounding information.

A separate residential electrical pool permit is required and inspected for bonding and grounding methods prior to covering the lines. Please contact CEA Electrical for any additional electrical questions. This permit will be automatically added to your residential pool application. No need to separately apply. Once prepared, have the electrician call the CEA electrical inspector or email to: electrical@cea-code.com for inspection.

<u>ALL POOL PERMITS</u> shall require a signature of acknowledgement that a barrier SHALL be installed and remained installed for residential pool construction. Temporary barriers shall be a minimum length of 48 inches from grade and cannot be removed until permanent structural fence is installed. A final inspection cannot be granted until all provisions including the barrier are in place.

Applicable ZONING Ordinances may apply in your community prior to permitting.



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# 2023 Municipal Plan Review Fees

# New Construction, Additions & Extensions

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2,000 sq feet & under	\$375.00 minimum fee
2,001 -5,000	\$750.00
5,001 -10,000	\$1150.00
10,001-20,000	\$1780.00
20,001-30,000	\$2100.00
30,001-40,000	\$2200.00
40,001-50,000	\$2350.00
More than 50,000 to 75,000 sq feet =	\$2800.00
More than 75,001 to 100,000 sq feet =	\$2800.00
More than 100,000 sq feet & above=	\$35.00 per every 1,000 sq fe

# Alterations, Repairs & Change in Occupancy

2,000 sq feet & under	\$375.00 minimum fee
2,001 -5,000	\$475.00
5,001 -10,000	\$740.00
10,001-20,000	\$1200.00
20,001-30,000	\$1350.00
30,001-40,000	\$1450.00
40,001-50,000	\$1600.00
More than 50,000 to 75,0	00  sq feet = \$1750.00

More than 50,000 to 75,000 sq feet = \$1750.00 More than 75,001 to 100,000 sq feet =\$2400.00

More than 100,000 sq feet & above=\$20.00 per every 1,000sq feet.

CEA will allow up to (3) plan reviews per application for changes, additional requests for information and reports. Should additional reviews be required, 50% of the original fee is charged with a minimum of \$375.00.

ALL Commercial plans must be submitted approved by a Registered Architect or Engineer. At least (1) copy of submitted plans must have a "wet or raised seal" and signature of the design professional under whose license were prepared.

Residential Plan Reviews for 1 or 2 family dwellings =\$125.00



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# 2023 Electrical Inspection Fee Schedule

### RESIDENTIAL FEE:

FLAT FEE – Includes 2 Inspections \$125.00 – Rough & Final Single residential Inspection Rate: \$125.00

## COMMERCIAL - ELECTRICAL INSPECTION RATES

ROUGH WIRE INSPECTION		SERVICE PLACEMENT	
Switches, Receptacles		To 200 amp	\$105.00
Fixtures Counted As Outlets		200-400 amp	\$135.00
1 – 50	\$75.00	401-600 amp	\$150.00
Each additional 10 or Fraction	\$8.00	601-800 amp	\$200.00
		801-1,000 amp	\$250.00
FINISH WIRE INSPECTION		Over 1,000	\$375.00
1-50	\$75.00		
Each additional 10 or Fraction	\$8.00	MOBILE AND MODULAR HOMES	
		Home in Place Utility Requirement \$125.00	
MERCURY, SODIUM		Pole Service	\$105.00
QUARTZ FIXTURES			
1 TO 50 Fixtures	\$55.00	SUB PANELS and DISCONNECTS	
Each additional		To 400 amp	\$55.00
Fixtures or Fraction	\$7.00	401-600 amp	\$85.00
		Over 600 amp	\$125.00
HEATING, COOLING			
COOKING EQUIPMENT and		TEMPORARY INSTALLATION	
SIMILAR APPLIANCES			\$125.00
Outlet for Single Unit			
20 KW or less	\$40.00	PRIMARY TRANSFORMERS	
Each additional unit		VAULTS, ENCLOSURES and	
20KW or less	\$25.00	SUB-STATIONS	
2510 17 61 1035	<b>423.00</b>	To 200 KVA	\$250.00
MOTORS, GENERATORS &		201-500 KVA	\$315.00
TRANSFORMERS		Over 500 KVA	\$375.00
1-20 HP, KW, KVA	\$85.00		
Over 20-40 HP, KW, KVA	\$90.00	SWIMMING POOLS (Commercial)	
Over 40-75 HP, KW, KVA	\$105.00	New Installation	\$250.00
Over 75-150 HP, KW, KVA	\$135.00	PA Re-Inspection of	
Over 150 HP, KW, KVA	\$150.00	Existing Pool	\$450.00
		•	
ELECTRICAL FURNACE an	d	ADDITIONS/RENOVATION	NS
WELDERS		Total 2 trips with Service Entran	ce \$150.00
1-20 HP, KW, KVA	\$90.00		
Over 20-40 HP, KW, KVA	\$105.00	SURVEY	
Over 40-75 HP, KW, KVA	\$125.00	First hour, travel time included	
Over 75-150 HP, KW, KVA	\$135.00	Each additional hour	\$125.00
Over 150 HP, KW, KVA	\$150.00		



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# 2023 RESIDENTIAL SOLAR PANEL FEES.

## Primary Structure - Up to 400amps

A) Solar Panel installed on any existing residential roof or supportive structure attached to the primary structure:

### \$175.00 per application

Includes: Residential plans examination and residential electrical fee for inspection.

NOTE: Any newly installed residential solar supports attached to any structural bearing material must be reviewed by and approved by a Pennsylvania licensed Engineer or Architect.

## Accessory Structure – Up to 400amps

B) Accessory Structure installation: Any solar panel installed or attached to a non-bearing accessory structure:

### \$175.00 per application

Includes: Residential plans examination and residential electrical fee for inspection.

NOTE: Any accessory structure installed greater than 30" off grade must be reviewed and approved by the Building Code Official.

### \*\*EXCLUDES\*\* Any local ZONING reviews or fees for local jurisdiction.

All applications must be reviewed, permitted and procured prior to any installation or inspections.



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# **2023 CELL TOWER PERMIT FEES**

- A) Cell Tower Single Low voltage (or) single port installation (Includes: 5G upgrades). Cost is per unit.
- B) Cell Tower Low multiple heads / low frequency wiring
  (Includes multiple head frequency transmitters)

  \$375.00
- C) Cell Tower -Full Installation- full or additional tower installation \$575.00 (Includes generator / back up power)

All above fees include the NEC 2014 commercial plans examination and inspection.

Professional sealed drawings must accompany the application for plan review.

\*\*EXCLUDES\*\* Any footing, foundation, engineered structures or "U" Utility Buildings.
Any local ZONING fees or review fees.

Upon an application provided to CEA for plans examination, approved UCC permits must be procured in full prior to scheduled work or inspections.



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# 2023 Schedule of Fees

### Residential Inspections Service:

New Construction / Addition \$ .45 per gfa (min. \$150.00) \$125.00 (includes Rough & Final) Residential Electrical Permit Residential Temporary Electrical \$125.00 \$125.00 (first 2 reviews) Residential Plans Examination (New / Addition) Residential Mechanical / Plumbing (stand alone permit) \$125.00 Residential Single Inspection \$125.00 Residential Above Ground Pool / Spa \$125.00 (+) electrical fee Residential Inground Pool \$175.00 (+) electric fee Residential Solar / PV (up to 400) \$125.00 \$150.00 (includes posting) Residential Unsafe / Condemnation Residential Occupancy (stand-alone) \$125.00

Manufactured House Permit

\$175.00 (+) electric

Residential Demolition Permit \$150.00

### Commercial Inspection Service:

\$ .50 per gfa (min. \$150.00) New Construction / Alteration / Addition \$ .35 per gfa Warehouse above 50K See Exhibit (A) 2022 Fee Commercial Plans Examination See Exhibit (B) 2022 Fee Commercial Electrical

1.5% of project cost (min. \$200.00) Commercial Mechanical / Plumbing (Incl. Boilers, HVAC, Sprinklers etc)

See Exhibit (C) 2022 Fee Commercial Cell Tower See Exhibit (D) 2022 Fee Commercial Solar / PV Permit \$150.00 (pass or fail) Commercial Single Inspection \$250.00 / \$450.00 Commercial Inground Pool

\$250.00 (includes posting) Commercial Unsafe / Condemnation \$125.00 (up to two inspections) Commercial Occupancy \$350.00 (min) includes inspections Commercial Fire Alarm Permit Ouoted per gfa (\$150.00 min) Commercial Fire Inspection \$150.00 (excludes electrical) Commercial Sign Permit

Commercial Demolition Permit \$150.00

### **BCO Service:**

\$125.00 per hour (min. ¼ hour) based upon the demand of service. Meetings, seminars, court appearances, legal purposes, code interpretation, investigation, inspection, on-call demand, phone conferences, video conferences, client events and in person requirements.

### Other Services:

## Electronic Document Management (EDM

Scanned Documents \$2.00 per page – Large Format & 11X17

\$ .50 per page - 8.5 X 11" copy size

Printed Pages \$. 12 per 8.5 X 11 (B&W)

\$ .25 per 8.5 X 11 (Color)

\$ 7.00 per large format page (B&W) \$ 12.00 per color large format page

# Code Enforcement, Zoning, Property Maintenance and Planning Services:

Invoiced per hour of services. \$85.00 per man hour Magistrate and Court Appearance \$125.00 per hour

Zoning Permits (accessory, sheds & fences) \$125.00 per permit

Pennsylvania Uniform Construction Code Fee (PA UCC) \$ 4.50 per permit (Commonwealth)