

INDIANA COUNTY

Office of Planning and Development
801 Water Street
Indiana, PA 15701
(724) 465-3870 Fax (724) 465-3151

FOR OFFICE USE ONLY

Permit # _____

Date: _____

Building Permit Application ~Residential ☐ Addition or ☐ Attached Garage~

Site Address _____

City _____ State _____ Zip _____

Municipality _____ Township / Borough _____

Estimated Cost of Project \$ _____



**YOU MUST PROVIDE A TAX PARCEL
NUMBER FOR THE PROPERTY AT THE
SITE ADDRESS LISTED ABOVE**

Tax Parcel # _____

Homeowner's Name _____

Current Mailing Address of Homeowner _____

City _____ State _____ Zip Code _____

Homeowner's
Phone Number _____ Cell Phone _____

Homeowner's E-mail Address: _____

Water Supply _____

Electricity provider _____

Contractor: _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Cell Phone _____

E-mail Address _____

Signature _____

Date _____

SUBMITTAL REQUIREMENTS FOR RESIDENTIAL PROJECTS

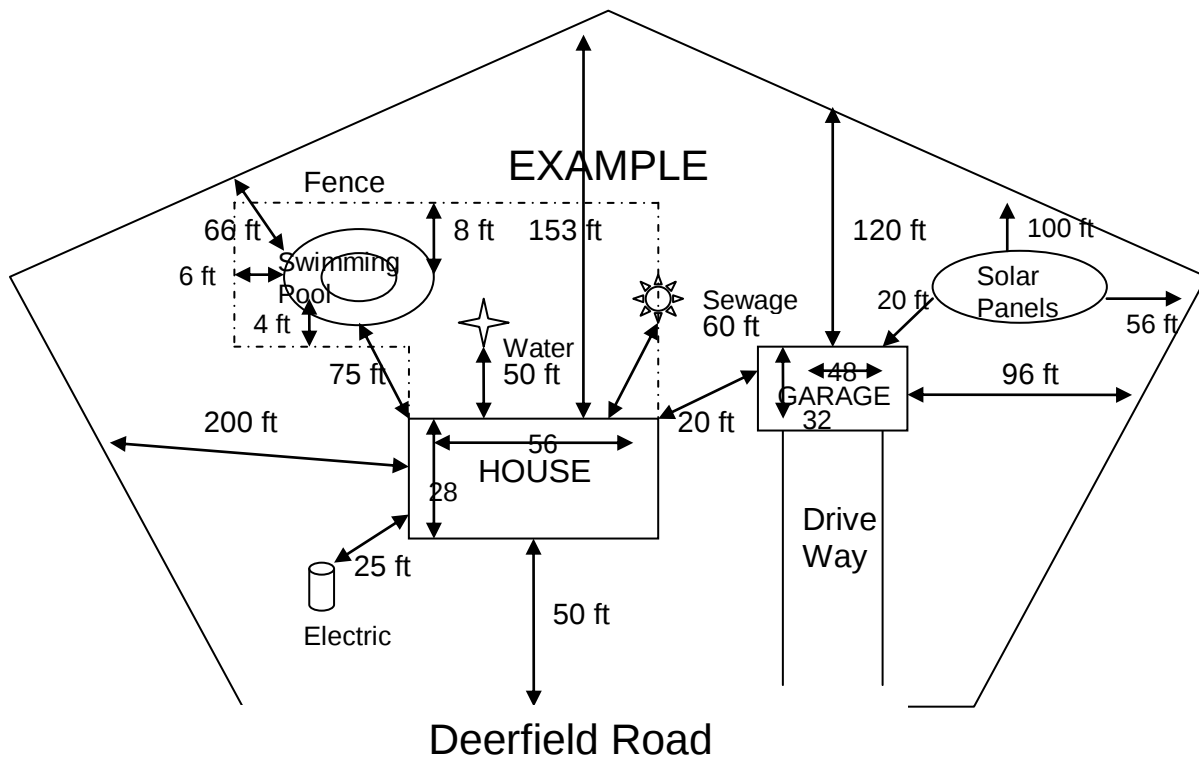
When submitting your application for a Residential project please include the following:

1. Completed Building Permit Application
2. Please have your 911 address on your application
3. Please have your tax parcel # on your application.
If you don't know your tax parcel number for your property, to put on your application, please contact the Tax Office at 724-465-3812
4. Please submit a complete set of drawings for your building project. If your drawings are larger than 11x17, please submit two (2) copies.
5. Site Plan on 8 ½ x 11 sheet of paper (only need one (1) copy)
6. Your contractor's workman's compensation and liability insurance. If you are not using a contractor or your contractor doesn't have workman's compensation insurance, please complete the Workman's Comp form and have it notarized.
7. \$25.00 non-refundable application fee – please make checks payable to **Indiana County**

SITE PLAN REQUIREMENTS FOR RESIDENTIAL ADDITION/ATTACHED GARAGE PROJECTS

The Site Plan drawing shall be submitted on 8 ½ X 11 paper and shall include:

- Distance from property lines and roadway and any other structures on the property.
- Show the outside dimensions of the proposed addition/attached garage and the existing dwelling.
- All utility layouts (including sewage, electric and water)
- Driveway layouts and specifics



PENNSAFE BUILDING INSPECTION SERVICES LLC
RESIDENTIAL ADDITION SUBMITTAL HANDOUT

Every item below must be checked as completed (if applicable), or marked N/A (if not applicable), for your project. This form must be completed in its entirety then returned with attached drawings.

- ☐ Permit Application
- ☐ Two full sets of plans. All dimensions must be indicated and drawn to scale.

****The following items are required to be included on the building plans****

- ☐ Site plan indicating all setbacks
 - ☐ Exterior elevation of all sides
 - ☐ Floorplan with overview of each floor level, with all rooms labeled and all sizes indicated.
 - ☐ Complete cross-section view of structure (provided with form)
 - ☐ Size and depth of footings. Include all pads and columns.
 - ☐ Foundation details: indicate type such as masonry cinder block, ICF or superior wall,
 - ☐ Type of sillplates to be used and fastening method.
 - ☐ Size, location and type of support columns.
 - ☐ Structural support beams – show sizes and how they are supported.
 - ☐ Species and grade of all framing lumber.
 - ☐ Floorjoists – type, size and spacing.
 - ☐ Indicate type, size and thickness of floor sheathing.
 - ☐ Interior and exterior wall stud sizes, grade and spacing.
 - ☐ Provide header schedule showing spans and sizes.
 - ☐ Interior wall finish.
 - ☐ Exterior wall covering.
 - ☐ Provide window schedule: including manufacturer, locations with corresponding numbers.
 - ☐ Roof framing: denote trusses or rafters. Indicate spans, sizes and spacing.
 - ☐ Roof sheathing: type and thickness
 - ☐ Roof covering and ventilation method.
 - ☐ Indicate Attic access size and locations.
 - ☐ Indicate basement means of egress method.
 - ☐ Provide porch and deck drawings, if any.
 - ☐ Indicate concrete floor material and thickness.
 - ☐ If this is a garage that is attached to house, indicate method of fire separation include doors.
 - ☐ Submit heat-loss/gain calculations. Indicate type of heating system and equipment location.
 - ☐ All electrical work to conform to UCC adopted version of National Electric Code (NEC)
-
- ☐ Provide stairway details: Minimum width is 3'; Maximum stair rise is 8-1/4"; Minimum tread depth is 9" with 3/4" to 1-1/4" nosing; Minimum headroom is 6'8".

- ☐ Provide guardrail detail: Required for porches, balconies, open sides of stairs, or raised floor surfaces greater than 30" above floor or grade below; Minimum 36" above finished floor at horizontal locations; Minimum 34" above the leading edge of nosing measured vertically at stairs; Opening limitations = < 4" and < 6" at triangle formed by the rise and run of stairs and bottom of guardrail.
- ☐ Smoke detectors: show locations (one on each floor, one in each sleeping room and in the vicinity of each sleeping room); Interconnected and hardwired with battery back-up provided.
- ☐ Carbon monoxide detectors: show type and locations.
- ☐ Submit Energy Code Compliance Path. Provide approval certificate at electric service panel.
- ☐ Chimneys and fireplaces: indicate type, location and footing details.
- ☐ Basement: (Check one) ☐ Finished ☐ Unfinished

☐ If Finished – must provide locations of finished areas – total square footage to be finished is _____ sq. ft.

☐ If Unfinished – notate on plan.

****Always remember you are required to contact "PA One Call" at 800-242-1776 before you dig****

****THIS COMPLETED FORM IS REQUIRED TO BE SUBMITTED WITH THE PROJECT PLANS****

"BUILDING INSPECTIONS FOR SAFER COMMUNITIES"

PENNSAFE BUILDING INSPECTION SERVICES LLC

House and Addition Cross Section Submittal

Roof Info:

Type: Check one: Gable: _____ Shed: _____ Hip: _____ Combo: _____

Slope of Roof: _____

Roof Sheathing: _____

Roof Rafters: Yes: _____ No: _____

Roof Rafters Span: _____

Rafter Size and Spacing: _____

Trusses: Yes: _____ No: _____

Truss Spacing: _____

Ridge Vent: Yes: _____ No: _____

Type of Insulation: _____

R-Value: _____

Floor System Info:

Type of Floor Joist: _____

Floor Joist Span: _____

Floor Joist Spacing: _____

Floor Sheathing: _____

Type of Support Beam: _____

Support Beam Span: _____

Exterior Walls Info:

Type of Walls: _____

Spacing of Studs: _____

Wall Sheathing: _____

Type of Insulation: _____ R-Value: _____

Header Spans: _____

Height of Walls: _____

Type of Finish: _____

Type of Air Barriers: _____

Foundation Info

Type of Foundation: Block: _____ ICF: _____ Concrete: _____ Other: _____

Type of Footer: _____

Footer Dimensions: _____ Thickness and Depth

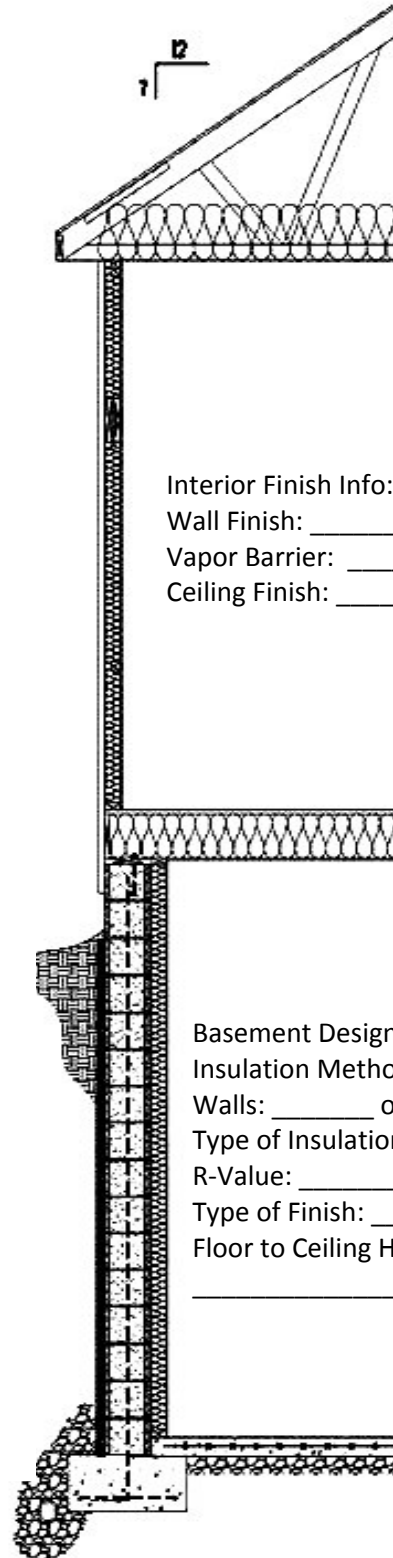
Frost Protection Depth: _____ Below Final Grade

Type of Sillplate: _____

Sillplate Anchoring Method: _____

Anchoring Spacing: _____

Basement Floor Thickness: _____



Interior Finish Info:

Wall Finish: _____

Vapor Barrier: _____

Ceiling Finish: _____

Basement Design Info:

Insulation Method:

Walls: _____ or Ceiling: _____

Type of Insulation: _____

R-Value: _____

Type of Finish: _____

Floor to Ceiling Height: _____