

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 ☐ Deck ☐ Porch with Roof ☐ Porch Roof Only~

Site Address _____

City _____ State _____ Zip _____

Municipality _____ Township / Borough _____

Estimated Cost of Project \$ _____ Does this porch have a roof? _____



**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 _____

Electricity provider: _____

Contractor _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Cell Phone _____

E-mail Address _____

Signature Date

SUBMITTAL REQUIREMENTS FOR RESIDENTIAL PROJECTS

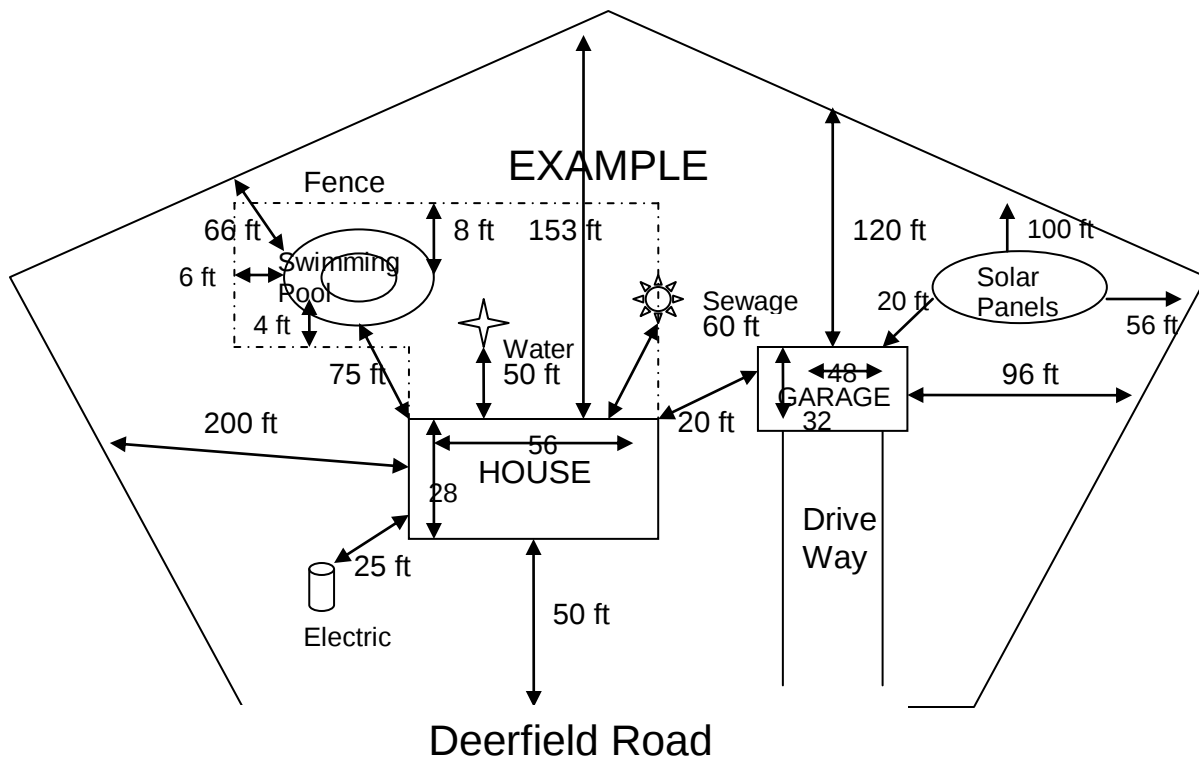
When submitting your application for a Residential project please include the following:

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.
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 DECK 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 dwelling.
- For a proposed deck/porch, show the width and length of the deck, and where it will be placed on the existing structure.



PENNSAFE BUILDING INSPECTION SERVICES LLC
RESIDENTIAL DECK AND PORCH ROOF PROJECT SUBMITTAL HANDOUT

Every item below should 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.

- ☐ Application
- ☐ Site Plan showing setbacks
- ☐ Two sets of plans (All dimensions must be indicated, be in ink and drawn to scale)

****The following items are required to be included on the Building Plan Drawings:****

- ☐ Floorplan drawing looking down at deck/porch.
- ☐ Provide locations of all posts and beam locations and indicate spans.
- ☐ Top, front and side views of deck.
- ☐ Complete cross section (provided)
- ☐ Size, thickness and depth (below grade) of footings.
- ☐ Size, type and spacing of support columns.
- ☐ Type of wood to be used. (Specify species and grade)
- ☐ Size of floor joist, span and distance between joists.
- ☐ Size, type and span of all girder beams.
- ☐ Height of wood joist, girder and floor above finish grade.
- ☐ Type and thickness of floor sheathing. (Decking)
- ☐ Stair riser height and depth/width of tread.
- ☐ Handrail height and ballister spacing.
- ☐ Guardrail height and ballister spacing.
- ☐ Ledger fastening method, i.e. - bolt spacing.
- ☐ Deck flashing method
- ☐ Roof construction details (see cross section)

****THIS COMPLETED FORM MUST BE SUBMITTED WITH PROJECT PLANS****

PENNSAFE BUILDING INSPECTION SERVICES LLC

Deck and Roof Cross Section Submittal

Roof Size: Width: _____ Length: _____

Roof Type: Gable: _____ Hip: _____ Shed: _____

Roof Pitch: _____

(check one) Trusses: _____ Rafters: _____

Spacing of Trusses or Rafters: _____

Rafter Size and Span: _____

Ridge Beam: Size: _____ Span: _____

Roof Sheathing: _____

Roof Covering: _____

Roof Header Beam: Size: _____ Span: _____

Deck Size: Width: _____ Length: _____

Footer Size: Width: _____ Length: _____

Carrier Beam: Size: _____ Span: _____

Type of Floor Joist: _____

Floor Joist: Size: _____ Span: _____

Decking Material: _____

Number of Steps: _____

Riser Height: _____

Tread Depth: _____

