Municipality of Murrysville
4100 Sardis Road, Murrysville PA 15668
Phone: 724-327-2100 Fax: 724-327-2881
Website: www.murrysville.com

BUILDING PERMIT APPLICATION PROCESS

1. Please review the attached instructions.

2. Please complete the Building Permit Application.
   (You may complete this form on-line; however, you must print off the document and return to the Municipality)

3. Please complete the Zoning Permit Application.
   (You may complete this form on-line; however, you just print off the document and return to the Municipality)

4. Please complete the Murrysville Lot Plot Plan Review Checklist (when applicable)

5. Please complete the Workers' Compensation Affidavit.

If you have any questions, please contact the Municipality of Murrysville at 724-327-2100, Ext. 110.

Municipality of Murrysville Building Permit Application Checklist

1. Two (2) sets of building plans detailing the following information.

   (a) Floor plans of each level of construction, measurements including scale of plans shall be indicated on the drawings.

   (b) Elevations of all exterior walls.

   (c) Typical wall section

   The following information shall be included on all drawings

   Footer size
   Height and thickness of foundation walls
   Framing detail of each floor (span, direction and member sizes)
   Roof framing details
   Header and beam sizes

2. One (1) Plot Plan with the following details

   Front, side and rear yard setbacks
   Lot Dimensions
   All Easements and Right-of-Ways
   Registered Surveyors Seal
   Completed Items on the Attached Plot Plan Checklist

3. Completed and **Signed** Building Permit Application

4. Completed Zoning Application

5. Copy of Sewage Tap-in Receipt or On-Lot Sewage Permit (If Applicable)

6. Copy of Driveway Occupancy Permit if Driveway Access is onto a Commonwealth Highway

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REQUIREMENTS FOR BUILDING PERMIT APPLICATION

1. Two (2) sets of building plans with the following requirements included:
   a. Floor Plans of each level of construction
      Measurements including scale shall be indicated on drawings.
   b. Elevations of all exterior views, including exterior materials to be used in construction.
   c. Wall section of typical wall (at scale larger than plans).

   The following information shall also be included on all drawings:
   Footer size
   Height and thickness of all foundation walls
   Framing of each floor-span, direction and member sizes
   Framing of roof-span, direction and member sizes
   Lintel and header sizes of all doors and windows

2. One (1) Plot Plan showing the following:
   Front, side and rear yard setbacks
   Dimensions of Lot
   All Easements and Right-of-Ways
   Proposed Finish Grades, Swales and E&S Controls
   Registered Surveyors Seal
   Complete Items on Plot Plan Checklist

3. Completed Building Permit Applications

4. Completed Zoning Certification (if applicable)

5. Copy of Sewage Tap-In or On-Lot Sewage Permit

6. Copy of Energy Compliance Code the building is to be constructed to.
   For your convenience, please see website below. This may be helpful in completing the Energy Compliance portion of the code.
   www.energycodes.gov (RESCHECK/COMCHECK)

Pease see reverse side for Manufactured Housing Requirements.

DEFINITION

MANUFACTURED HOME: Manufactured home means a structure, transportable in one or more sections, which in the traveling mode is 8 body feet (2438 body mm) or more in width or 40 body feet (12 192 body mm) or more in length, or when erected on site is 320 square feet (30m2) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein; except that such plumbing, heating, air conditioning and electrical systems contained therein, except that such term shall include any structure that meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary (HUD) and complies with the standards established under this title. For mobile homes built prior to June 15, 1976, a label certifying compliance to the Standards for Mobile Homes, NFPA501, in effect at the time of manufacture is required. For the purpose of these provisions, a mobile home shall be considered a manufactured home.

REQUIREMENTS FOR BUILDING PERMIT APPLICATION FOR MANUFACTURED HOMES

1. DAPIA (Design Approved Primary Inspection Agency) approved installation manual. (Applies to new home only)

2. Footer and Foundation drawings (if applicable).

3. Pier Construction; Provide Pier detail and Pier lay-out.

4. One (1) Plot Plan showing the following:
   Front, side and rear yard setbacks
   Dimensions of Lot
   All Easements and Right-of-Ways
   Registered Surveyors Seal

5. Completed Building Permit Application

6. Completed Zoning Certification (if applicable)

7. Copy of Sewage Tap-In or On-Lot Sewage Permit

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BUILDING PERMIT APPLICATION

APPLICANT

Name: _____

Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Fax: _____ Other: _____

OWNER (if same as Applicant check _____)

Name: _____

Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Fax: _____ Other: _____

PRINCIPAL CONTRACTOR (if same as Applicant check ____)

Name: _____

Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Fax: _____ Other: _____

State Contractor's Registration No. _____ Expiration Date: _____

Attach Workers' Compensation Certificate or Waiver

Location of Construction

Property Location: _____ City: _____ Zip: _____

Subdivision: _____ Parcel: _____ Zoning: _____

Tax Map # _____-_____-_____-_____-_____

Size of Lot: _____Deed # _____ Owned Since: _____

Type of Improvement

☐ New Building ☐ Addition ☐ Repair ☐ Demolition ☐ Relocation
☐ Plumbing ☐ Foundation Only ☐ Change of Use ☐ Mechanical ☐ Electrical

Estimated Cost of Construction (reasonable fair market value) $_____

Residential:

☐ One-Family Dwelling

☐ Two-Family Dwelling
☐ Accessory Structure
☐ Swimming Pool
☐ Other

Non-Residential:

Use Group: _____
Specific Use: _____
Change in Use: ☐ Yes ☐ No
If YES, Indicate Former: _____
Does the building currently have an emergency key box? ☐ Yes ☐ No

Water Service (check) ☐ Public ☐ Private
Sewer Service (check) ☐ Public ☐ Private Permit # _____

Building Dimensions:

Existing Building Area _____ sq.ft.
Proposed Building Area _____ sq. ft.
Total Building Area _____ sq. ft.

Number of Stories: _____

Flood Plain:

Is the site located within an identified flood hazard area? (check one) ☐ Yes ☐ No

If yes, owner 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 the 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 applicant assume the responsibility of locating all property lines, setback lines, easements, rights-of-say, 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 and ordinances of the Municipality or any other governing body. The applicant certified he/she understands all the applicable codes, ordinances and regulations.

I certify that the Building Code Official or the Code Official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

_____ _____
Signature of Owner or Authorized Agent Print Name of Owner or Authorized Agent

_____ _____
Address Date

For Office Use Only:
Application No. _____
Date of Receipt _____
Fees Paid _____
Fees Received by_____

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APPLICATION FOR ZONING PERMIT

Chapter 220

1. Property Owner _____ Date _____

   Address _____ Phone _____

   _____

   Signature _____

2. Property Information:

   Lot Number _____ Subdivision Name _____

   Tax Map Number _____ - _____- _____ - _____ - _____ Acreage _____

3. Requested by _____ _____ _____
   (Owner-Tenant-Agent-Proposed Purchaser)

   Address _____ Date _____

   _____ Phone _____

4. Proposed Use (shed, swimming pool, residence, commercial, temporary sales) _____

PLEASE DO NOT WRITE BELOW THIS LINE

The property identified in Item 2 bears the following District Zoning Classification:

- ☐ R-R Rural Residential
- ☐ R-2 Medium Density Residential
- ☐ Business District
- ☐ P-L Public Lands
- ☐ R-1 Low Density Residential
- ☐ R-3 High Density Residential
- ☐ M-U Mixed Use District

Is the Zoning District also a PRD? ☐ Yes ☐ No

Zoning is in accordance with Ordinance #680-05 (Chapter 220 of General Code)

Zoning Officer's Signature _____ Date _____

WORKERS' COMPENSATION AFFIDAVIT

I, _____, do solemnly swear that I will not employ/hire any other persons for the project for which I am seeking a building permit.

After receipt of the building permit, if I employ any other persons, I must notify the municipal office and provide proof of workers' compensation coverage within three working days.

I understand that failure to comply will result in a stop-work order and that such order may not be lifted until proper coverage is obtained, as provided by Section 302(e) (4) of the act of June 2, 1915 (P.L. 736), known as The Pennsylvania Workmens' Compensation Act, reenacted and amended June 21, 1939 and amended December 5, 1974 and amended July 2, 1993. (P.L.).

Subscribed and sworn to before me this _____ day of _____, 19____.

_____ _____

(Signature of Notary Public) My commission expires

(WORKCOM.DOT)

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MURRYSVILLE LOT PLOT PLAN REVIEW CHECKLIST

Plan Name: _____

Lot Number: _____

Street Location: _____

Plot Plan Surveyor: _____

Contractor/Owner: _____

PLOT PLAN REVIEW				
Items	Yes	No	N/A	Comments
Existing Contours	☐	☐	☐	
Proposed Contours	☐	☐	☐	
Proposed Floor Elevations	☐	☐	☐	
Retaining Walls	☐	☐	☐	
Driveway Grade	☐	☐	☐	
Driveway Drainage	☐	☐	☐	
Sidewalks	☐	☐	☐	
Roof Drains	☐	☐	☐	
On-Lot Stormwater BMPs	☐	☐	☐	
Stormwater Bond Required	☐	☐	☐	
Utility Locations	☐	☐	☐	
Record Plan Review	☐	☐	☐	
As-Built Drawings Review	☐	☐	☐	
Other Improvements required by Council	☐	☐	☐	
Notes:				

OFFICIAL USE ONLY – PLEASE DO NOT WRITE BELOW THIS LINE

Engineering Review By: _____

Date of Engineering Review: _____

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INSPECTION REQUEST

Permit Name: _____ Phone: _____

Permit # _____ Type of Permit: _____ Date Issued: _____

Construction Site Address: _____

_____

Person Requesting Inspection: _____

Inspection requested to be conducted for the following:

Type	Date Inspection Requested	Time		Comment
Footer			AM/PM	
Foundation			AM/PM	
Framing			AM/PM	
Plumbing			AM/PM	
Electrical			AM/PM	Provide proof of electrical inspection via third party (pools)
Mechanical			AM/PM	
Wall Board			AM/PM	
Final			AM/PM	
Other			AM/PM	