

DEMOLITION PERMIT APPLICATION CHECKLIST

TOWNSHIP OF MOON

Demolition Permit Fee:

Residential \$105.00
 Commercial \$305.00
 Bond \$2,000.00 or 10% of Demolition Cost

<input type="checkbox"/>	Fill out and sign the "Commercial and Zoning Permit Application" form.
<input type="checkbox"/>	Fill out and sign the "Permit Agreement" form.
<input type="checkbox"/>	Fill out and sign the "Workers Compensation Affidavit of Exemption" form. <i>Or</i> Provide proof of Workers Compensation Insurance Certificate and name Moon Township as a certificate holder.
<input type="checkbox"/>	Fill out and sign the "Utility Disconnect Affidavit" and have it notarized.
<input type="checkbox"/>	Proof of PA One Call receipt. PA One Call must be made 10 days prior to demolition (Dial 8-1-1 or 1-800-242-1776) www.pa1call.org
<input type="checkbox"/>	Provide MTMA Affidavit "Certification of Water and Sewer Disconnect Form" signed by MTMA inspector.
<input type="checkbox"/>	Proof of compliance of Allegheny County Health Department on asbestos in demolition (see attached Allegheny County Health Department Guidance on asbestos in demolition). Read the full ACHD asbestos regulation online at www.achd.net/air/asbestos.html for commercial buildings.
<input type="checkbox"/>	Provide a minimum of 4 pictures of all sides of the structure to be demolished.
<input type="checkbox"/>	Provide a copy of the demolition contract.
<input type="checkbox"/>	Provide a letter indicating where all debris will be taken/dumped. Must be an approved dump site.
<input type="checkbox"/>	Provide confirmation of approved removal of septic system.
<input type="checkbox"/>	Provide confirmation that existing well has been capped by an approved well driller.
<input type="checkbox"/>	Provide "Lead Abatement Plan" as required by Federal, State and County law. The plan should provide a full description of the lead abatement and provide a series of approvals and inspections.
<input type="checkbox"/>	If in Mooncrest Plan area, the "Certificate of Appropriateness" must be completed.

COMMERCIAL BUILDING and ZONING PERMIT APPLICATION

Township of Moon, 1000 Beaver Grade Road, Moon Township, PA 15108 –Phone 412-262-1700 –Fax 412-262-5344

1. Location of Proposed Construction: _____
(Street no.) (Street Name)

2. Applicant's Name: _____ Applicant's Address: _____
Phone No.: _____ (Office): _____ (Home) _____ Email: _____

3. What is the existing use of the building: (if applicable) _____
What is the proposed change in use: (if applicable) _____

4. Property Information: Zoning District: _____ County Lot & Block: _____ Lot No.: _____ Lot Size: _____
Subdivision Name: _____ Owner's Name: _____
Owner's Address: _____ Owners Phone No.: _____ Email _____
Occupant's Name: _____ Occupant's Phone No. _____
Water Supply Public Private Sewage: Public Private Type of Heat: Gas Electric
Gas Company: _____ Other (specify) _____
Zoning Setbacks: (the distance between the structure and the property lines)
Front Yard: _____ Rear Yard: _____ Right Side: _____ Left Side: _____

5. Building Code Information for proposed construction: Total Cost of Construction: _____
ICC Occupancy Classification: _____ ICC Construction Type: _____ (determined by a Design Professional)
Exterior Finish to Grade: Brick Siding Other architectural finish (specify) _____
For New Construction: No. of Stories: _____ Total Height of Building: _____ Sprinklered
Size of Structure: Ft Wide: _____ Ft. Long: _____ Total Area per Floor: _____ 1st _____ 2nd _____ 3rd _____
For Interior Alterations: No. of Stories of Existing Structure: _____ Type of Existing Construction: _____
What Floor(s) is the alterations to occur: _____ Total Floor Area Altered _____
Total Area of Existing Building _____ Sprinklered
For Additions: No of Stories of Existing Structure: _____ Existing Building Sprinklered? Additional Sprinklered ?
No. Of Stories (Addition) _____ Size of Addition: _____ x _____ Total Addition Area _____ Addition Ht. _____

6. Contractor Company Name: _____ Contact Person: _____
Contact Person: _____ Contractor's Address: _____
Cell Phone: _____ Contractor's Office No. _____ Email: _____

7. Design Professional Company Name: _____ Contact Person: _____
Designer's Address: _____ Cell No. _____ Designers Office No. _____

The applicant/owner hereby certifies that the statements made herein and representations contained in all accompanying matter part of this application are true and correct. The applicant/owner shall be responsible for reviewing and fully understanding all Permit conditions and insuring compliance to all applicable codes and ordinances. The applicant/owner shall also be responsible for any fees incurred in relation to the above project. The applicant/owner grants Moon Township officials the right to enter onto the property for the purpose of inspection the work permitted and posting notices. As applicant, I hereby certify that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his authorize agent.

Applicant's Signature _____ Owner's Signature _____

WORKERS COMPENSATION AFFIDAVIT OF EXEMPTION

Basis for exemption is (please check one):

- The Contractor for this building permit is a sole proprietorship without employees
- The Contractor is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Workers' Compensation Act. Please explain: _____
- All of the contractor's employees on the project are exemption religious grounds under Section 304.2 of the Workers' Compensation Act. Please explain: _____
- Owner is the contractor _____
- Other. Please explain: _____

Please be aware of the following requirements under the Pennsylvania Workers' Compensation Act:

- ⇒ Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
- ⇒ Violation of the Workers' Compensation Act or the terms of this information form will subject the contractor to a stop-work order and other fines and penalties as provided by law.

My signature on behalf of or as the contractor as stated on this form constitutes my verification that the statements contained here are true.

Signature _____ Date _____

Name (Please Print) _____

Cell Phone Number _____

MOON TOWNSHIP MUNICIPAL AUTHORITY

Certification of water and sewer disconnect procedures

When planning demolition of a building, the MOON TOWNSHIP MUNICIPAL AUTHORITY (MTMA) requires certification that water and sewer services have been disconnected from the structure or portion of the structure awaiting demolition. This certification is required **before** township building officials can issue a demolition (razing) permit.

For **demolition**, MTMA provides customers with a SIGNED certification after the following steps have been completed:

1. **The water must be turned off, the turn-off fee and any outstanding balance paid, and the meter removed.** To request the disconnection and removal of meters please call, MTMA Offices at 412.264.4300, between 8:00 a.m. and 4:45 p.m., Monday through Friday. If the meter is located inside a building, our field staff will need to enter the premises to remove it.
2. **An Allegheny Co. licensed Registered Master Plumber, licensed to work in Moon Township, must cap water and sewer lines at the property line.**
3. **Our Inspector must inspect the plumber's work and report the results on a "disconnection of utilities form"** provided by the Township. A copy of the signed form verifying that the work passed inspection should accompany the request for a demolition permit.
4. For **partial demolition**, the water serving the building or the portion of the property pending demolition must be turned off. Both water and sewer lines must be capped as far away as practical from the structure scheduled for demolition. Similar to total demolition, a Registered Master Plumber must accomplish the work and have it inspected. The Master Plumber should call 412.264.4300, between 8:00 a.m. and 4:45 p.m., Monday through Friday, to schedule a permit inspection. Partial demolitions do not require payment of the outstanding account balances or the removal of the on-site meter, because MTMA will continue to bill the property for services.

Those in need of certification for structures when MTMA does not provide service (**well and septic or privately owned and maintained water supply/sewage disposal systems**) should call ALLEGHENY Co Health Department (ACHD) to obtain the necessary written certification.

MOON TOWNSHIP MUNICIPAL AUTHORITY



Certification of water and sewer disconnect form

DATE: _____

STREET ADDRESS _____

COUNTY _____

TWP OR BOROUGH _____

NAME OF DEMOLITION CO. _____

NAME OF OWNER _____

OUTSTANDING BALANCE PAID _____

WATER METER REMOVED _____

WATER LINE DISCONNECTED PROPERLY _____

SEWERLINE DISCONNECTED PROPERLY _____

I, THE MOON TOWNSHIP MUNICIPAL AUTHORITY INSPECTOR
HAVE WITNESSED THE DISCONNECTION OF WATER AND SEWER
SERVICES AT THE ABOVE ADDRESS.

INSPECTOR _____ DATE _____

MOON TOWNSHIP MUNICIPAL AUTHORITY 412.264.4300

Township of Moon Permit Agreement

In consideration of the issuance by the Township of Moon (the "Township") of a Building Permit, Zoning Permit and other permits for the property located at address,

_____ and to the undersigned property owner(s) or the agent (the "Applicant"), the Applicant acknowledges that, in reviewing plans and specifications, in issuing permits and inspection work of the Applicant; the employees, consultants, elected or appointed official of the Township are only performing their duties to require compliance with the minimum requirements of the applicable ordinances of the Township and the Pennsylvania Uniform Construction Code pursuant to the police power of the Township and are not warranting to the Applicant or to any third party the quality of adequacy of the design, engineering or work of the Applicant or their agents or contractors.

Applicant further acknowledged that although plan review and inspections will be provided, it will not be possible for the Township to review every aspect of the Applicant's design and engineering or to inspect every aspect of the Applicant's work. Accordingly, neither the Township nor any of its elected appointed officials, consultants, or employees shall have any liability to the Applicant for defects or shortcomings in such design, engineering or work, even if it is alleged that such defects or shortcomings should have been discovered during the Township's review or inspection, Furthermore, the Applicant agrees to defend, hold harmless and indemnify the Township, its elected officials, consultants and employees from and against any and all claims, demands, actions, and causes of actions of any one or more third parties arising out of or relating to the Township's review or inspection of the Applicant's design, engineering, or work or issuance of a permit or permits, or arising out of or relating to the design, engineering or work done by Applicant pursuant to such permit or permits. All references in this Agreement to Applicant's design, engineering or work shall include such design, engineering, and work, which is performed by the Applicant or by the Applicant's employees, agents, independent contractors, subcontractors or any other person or entities performing work pursuant to the issuance of the Building Permit, Zoning Permit and other Permits by the Township.

Owner's Signature _____ Date _____

Print Name _____

Owner's Signature _____ Date _____

Print Name _____

Address of permitted work _____

Permit Number _____ Date Issued _____

UTILITY DISCONNECT AFFIDAVIT

I, _____
(PRINT GENERAL CONTRACTOR/OWNERS NAME)

(ADDRESS) (CELL NUMBER)

**HEREBY AFFIRM THAT ALL ELECTRIC, PLUMBING, SEPTIC
AND GAS SYSTEMS HAVE BEEN DISCONNECTED FROM:**

(PRINT SITE ADDRESS TO BE DEMOLISHED)

(SIGNATURE)

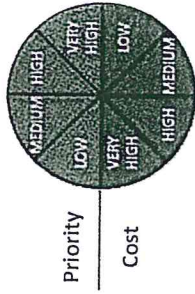
Personally Known or Produced Identification: Type of Identification: _____

Sworn to and subscribed before me this _____ day of _____, 20_____.

Signature of notary

Stamp & Seal

7A. Consult the Historic Resources Inventory (see Appendix A) when evaluating applications for demolition permits.



Leader: Township of Moon Community Development Department

Potential Partners: Preservation Pennsylvania, Public Works Department, HARB, Salvage Companies

Priority to Implement: Very High

Financial Cost to Implement: Low




The Township of Moon should discourage demolition and promote retention and reuse of structures listed in the Historic Resources Inventory (see Appendix A). The township should make property owners aware that their property is included in the Inventory and is considered a locally-important historic resource. When people value their asset, it is less likely that demolition will be suggested.

If demolition is unavoidable:

1. Require the property owner to document the structure with color, digital photographs and supply the photo files to the township as a condition of the demolition permit. Photographs should include: a) all four sides of the structure's exterior from the ground to the roof, b) close-up details of the exterior building wall materials, c) view of the structure as seen from the public street (if visible), and d) examples of interior craftsmanship (fireplace surrounds, woodwork, stonework, flooring, cabinetry, etc.). Require that each photograph be numbered and properly labeled.
2. Require the property owner to prepare a salvage plan and salvage reusable and desirable building materials that would otherwise be

sent to a landfill and donate them to Moon Township or another entity that would reuse the materials in the community (first priority) or elsewhere (second priority). Although it is possible to mandate salvage, this Preservation Plan suggests that it occur on a voluntary basis in Moon Township, as there is no salvage program currently in place.

The township may have pending public improvement projects and park improvement projects that might make use of brick, stone, framing lumber, floor joists, and other building materials, assuming that the logistics of transporting and storing donated materials can be worked out. Also, there are salvage organizations such as "Construction Junction" in the greater Pittsburgh area that accept building material donations such as structural, accent, and hardware items. These items can be valuable, historically significant, and/or hard-to-find. Salvage is possible for cabinets, doors, windows, trim and casement work, doorknobs, other hardware, and hardwood flooring. In any case, the goal is to reuse historic building materials, with deposition in a landfill the absolute last resort.

ID Number	Address	Name/Type	Description	Date	National Register of Historic Places (preliminary assessment)	UTM Coordinates	Photograph
180	Brodhead Road at Shafer Road	Robert Gobao Flooring commercial building	2 story brick building with rectangular plan, 2 store spaces with apartments above	c. 1950	Likely not eligible – lacks NRHP significance	17 565714 4486351	
181	Brodhead Road at Shafer Road	Fratangelo Gardens Deli altered bungalow	1.5 story frame bungalow with stone veneer porch trim and rear additions	c. 1915	Likely not eligible – lacks NRHP integrity	17 565711 4486416	
182	1026 Brodhead Road	Peter White House	2 story frame side gable house with partially enclosed porch	c. 1861	Potentially eligible under Criterion A	17 565620 4486547	
183	Brodhead Road opposite Shafer Road	Modified bungalow	1.5 story frame bungalow with stone veneer, brackets, and rear addition over driveway	c. 1935	Likely not eligible – lacks NRHP integrity	17 565637 4486428	