

RESIDENTIAL PERMIT APPLICATION CHECKLIST

NEW DWELLING, ADDITION OR ALTERATION

TOWNSHIP OF MOON

<input type="checkbox"/>	Fill out and sign the "RESIDENTIAL 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 "STREETS AND SIDEWALKS COMPLIANCE CHECKLIST AFFIDAVIT".
<input type="checkbox"/>	Fill out the "ELECTRICAL PERMIT APPLICATION" and WORKSHEET <u>include the electrical permit fee check.</u>
<input type="checkbox"/>	Provide 2 copies of the property survey plan with the proposed structure drawn, to scale, on it. Show setback dimensions from proposed structure to each side, rear and front property lines. Show all proposed improvements including structures, driveway and sidewalks.
<input type="checkbox"/>	Provide 2 copies of construction plans and details. Floor plans, elevations, section details, specs etc.
<input type="checkbox"/>	Provide 2 copies of Energy Conservation Code Compliance plans and details or res-check or another approved worksheet.
<input type="checkbox"/>	Submit the "UNDSITURBED SOILS AFFIDAVIT" form <i>Or</i> Submit the "SOILS COMPACTION CERTIFICATION AFFIDAVIT" when proposed construction is constructed on engineered and disturbed soils.
<input type="checkbox"/>	ONLY FOR NEW DWELLING CONSTRUCTION , A copy of the payment receipt from Moon Township Municipal Authority for sewer and water tap fees, for new dwellings ONLY.
<input type="checkbox"/>	If constructing a deck as part of this project, read and sign the "DECK AFFIDAVIT" and "DECK FOOTER AFFIDAVIT" form.

You will be contacted when the building permit is ready and informed of the building permit fee.

The building permit fee is due at the time of building permit pick-up.

Electrical work permit fee check is required when submitting all permit application and information.

TOWNSHIP OF MOON

1000 Beaver Grade Road, Moon Township, PA 412-262-1700

RESIDENTIAL PERMIT APPLICATION

Address of Proposed Construction: _____

Describe Proposed Construction: _____

Describe Use of Property: _____

Property Lot #: _____

Property Owner: _____

Property Owner Address: _____

Property Owner Phone #: _____ Property Owner Email: _____

Property Occupant Name: _____ Property Occupant's Phone #: _____

Proposed Construction details:

New Building Addition Alterations Other: _____

Number of Stories: _____ Total Height: _____ Ft. Long: _____ Ft. Wide: _____

Sq Ft Area: 1st Floor: _____ 2nd Floor: _____

Sq Ft Area: Basement: _____ Garage _____ Deck: _____ Porch: _____

Total Area: _____

Total Cost of Construction: _____

Zoning Building Setback (Distance between proposed structure and property line)

Front: _____ Back: _____ Right: _____ Left: _____

Applicant Type: Owner Design Professional Contractor

Applicant's Name: _____ Company Name: _____

Address: _____

Phone #: _____ Email: _____

Contractor Name: _____ Company Name: _____

Company Address: _____

Phone #: _____ Email: _____

Design Professional Name: _____ Company Name: _____

Address: _____

Phone #: _____ Email: _____

The Applicant/Owner hereby certifies that the statements made herein, and representatives 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 ensuring compliance with 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 inspecting the work permitted and posting notices. As Applicant, I hereby certify that 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/Owner's Signature _____ Date: _____

In considering of the issuance by the Township of Moon (the "Township") of a Building Permit, Zoning Permit and other permits for the property located at _____ and to the undersigned property Owner(s) or the Agent(s) (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 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/Agent's Signature _____ Date _____
Print Name _____

WORKERS COMPENSATION AFFIDAVIT OF EXEMPTION

TOWNSHIP OF MOON

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Act for one of the following reasons, as indicated:

- Contractor is a sole proprietorship with no employees.
- Religious exemption under Section 304.2 of the Workers' Compensation Law.
- 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:

- Owner is the Contractor
- Other: Please explain: _____

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

1. Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
2. Violation of the Worker's 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) _____ Phone No. _____

Address: _____

STREETS AND SIDEWALK
COMPLIANCE CHECKLIST AFFIDAVIT

An inspection will be conducted by the Moon Township Engineer and Planning Department to confirm compliance with Moon Township Codes and Standard Details prior to approved developers bond release.

To pass inspection sidewalks, and driveways in the Township Road right of ways must meet all the listed criteria and comply with Moon Township Standard Details and ordinances. This list is based on the current regulations and is subject to change. I agree to comply with the requirements outlined in the streets and sidewalk regulations in the Moon Township Code.

- Max 2% cross-slope (maximum ¼ per foot side to side slope) on all sidewalks.
- Minimum 5' wide sidewalk.
- Walk shall be cross scored every five feet (5') with troweled edges.
- Sidewalks must be 7' from edge of road curb. Except otherwise approved by Moon Township or as required in the Moon Township Standard Details.
- Walk shall have troweled edges with a stiff broom finish.
- Expansion joint required every 50'.
- Sidewalks shall be 4" thick concrete with 4" crushed stone or gravel base.
- If a driveway is to be constructed over a sidewalk, the sidewalk and apron shall be 6" thick concrete.
- Driveway apron maximum 22' wide at road curb. Except if garage doors face road and driveway apron shall be garage doors total width plus 3' equals total width maximum at road curb.
- The driveway in the utility easement shall not exceed 10% slope.
- Concrete shall be Class AA, PENNDOT approved 4000 PSI, 5% air entrained concrete.
- Apply linseed oil or other approved sealer per PENNDOT 408 to prevent spalling.
- Handicap ramps and truncated dome panels shall be installed as per Moon Township Standard Details and ANSI A117.1
- Sidewalk elevation shall be at a consistent elevation relative to road curb. See Moon Township Standard Details.
- WWF 6x6, W4xW4 reinforcement wire or rebar required in the sidewalk.
- An inspection of the placement of concrete reinforcement wire and or rebar is required.
- Maximum driveway slope 15%
- Maximum mailbox post size wood 4x4
- 4" street numbers on both sides of mailbox and on the front of the structure visible from the street
- Structures, fences, masonry pillars, steps stairs, trees etc are not permitted to be located within 22' from the curb edge of any public township road.

By signing my name below, I certify that I have read and understand the Moon Township Sidewalk Checklist, Moon Township Standard Details, and approved development plans. My signature certifies my understanding and agreement with the above items. I agree to install all sidewalk improvements in compliance with Moon Township ordinance, approved development plans and Moon Township Standard Details.

Signature _____ Date _____

Owner/Contractor's Name _____ Contact No. _____

ELECTRICAL PERMIT APPLICATION CHECKLIST

MOON TOWNSHIP, 1000 BEAVER GRADE RD, MOON TOWNSHIP, PA 15108 412-262-1700

<input type="checkbox"/>	FILL OUT AND SIGN THE "ELECTRICAL PERMIT APPLICATION" FORM.
<input type="checkbox"/>	FILL OUT AND CALCULATE FEE ON THE "ELECTRICAL PERMIT FEE WORKSHEET".
<input type="checkbox"/>	ADD UP ALL FEES IN THE COLUMN TO THE TOTAL FEE
<input type="checkbox"/>	FEE CHECK FOR TOTAL AMOUNT MADE TO " <u>TOWNSHIP OF MOON</u> ".
<input type="checkbox"/>	SUBMIT "ELECTRICAL PERMIT APPLICATION" AND "ELECTRICAL PERMIT FEE WORKSHEET" AND FEE PAYMENT CHECK MADE TO <u>TOWNSHIP OF MOON</u> , ALL IN HARD COPY TO THE MOON TOWNSHIP OFFICE
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

-
- Electrical permit fee check must be submitted together with the Electrical Permit Application and the Electrical Permit Fee Worksheet.
 - Contact the electrical inspector to schedule electrical inspections at, Electrical Inspector, John Panek, 412-974-5445.

TOWNSHIP OF MOON

1000 Beaver Grade Road, Moon Township, PA 412-262-1700

Permit No. _____

ELECTRICAL PERMIT APPLICATION

Job Address: _____

Subdivision: _____ Property Lot #: _____

Applicant: _____ Applicant Phone #: _____

Applicant Email: _____

Property Owner: _____

Property Owner Address: _____

Property Owner Phone #: _____

Electrician's Name: _____ Electrician's Phone #: _____

Electrician's Address: _____ City: _____

Type of Improvement: New Construction Addition Alterations

Other: _____

Description of Work:

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 ensuring compliance with all applicable Codes and Ordinances. The Applicant/Owner shall also be responsible for any fees incurred (engineering, etc.) in relation to the above proposed project. The Applicant/Owner grants Moon Township officials the right to enter onto the property for the purpose of inspecting the work permitted and posting notices. As an applicant, I hereby certify that proposed work is authorized by the Owner of Record, and I have been authorized by the Owner to make this application as his authorized agent.

Applicant/Owner's Signature _____ Date: _____

Call Electrical Inspector to schedule your inspection - Electrical Inspector - John Panek 412-974-5445

*****All Electrical Permit Applications MUST be accompanied with the completed Electrical Permit Fee Worksheet and a check made payable to "Township of Moon" *****

Office Use Only

Permit Fee

Check No./ Receipt No.

Permit Approved by

TOWNSHIP OF MOON

1000 Beaver Grade Road, Moon Township, PA 412-262-1700

RESIDENTIAL ELECTRICAL PERMIT FEE WORKSHEET

Item Description	Qty		Fee	Total
1.) Re-inspection Fee, Additional Inspection Fee and Minimun Trip Fee		X	\$150	
2.) Residential Flat Rate, New Construction up to 400A		X	\$400	
3.) Residential Additions and Alterations (<i>Two Inspections</i>)		X	\$350	
4.) Services and Subpanels up to 200A (<i>One Inspection</i>)		X	\$150	
5.) Residential Alterations up to 15 Outlets and Services to 200A (<i>One Inspection</i>)		X	\$200	
6.) Hot Tubs (<i>One Inspection</i>)		X	\$150	
7.) Aboveground Swimming Pools (<i>One Inspection</i>)		X	\$250	
8.) Inground Swimming Pools (<i>Two Inspections</i>) <i>(Swimming Pool panels and/or pool houses are extra, use above fees)</i>		X	\$350	
9.) Photo Voltaic Systems		X	\$350	
10.) Solar array battery backup, power wall		X	\$150	
11.) Electric vehicle Chargers		X	\$200	
12.) Temporary construction service		X	\$150	
13.) Deck / Patio / Porch		X	\$250	
			Flat State Fee	\$4.50
			Total	

All Commercial Electrical Permit Applications **MUST** include this worksheet and a payment fee check, made to Township of Moon, in the total amount calculated.

Job Address _____

Sign and Print Name _____ Date _____

Electrician/Electrical Design Professional

Sign and Print Name _____ Date _____

Applicant

I ACCEPT AND AGREE TO THE FOLLOWING:

- I agree to meet or exceed the design criteria on the attached wood deck plan, Typical Deck Details – Prescriptive Residential Deck Construction Guide, and Pennsylvania Uniform Construction Code (UCC)
- I have received a copy of the requirements for the typical deck construction details based on the Pennsylvania Uniform Construction Code (UCC).
- If you choose not to construct in accordance with the Prescriptive Residential Wood Deck Construction Guide, a Design Professional Architect's plan details of the proposed deck are required to be submitted with a design professional seal affixed.
- A deck may not be permitted to attach to or hang from brick veneer, a house overhang, bay window or chimney.
- I am aware that the use of this package applies to **single span, single level and residential decks only.**
- I am aware that a **FOOTING** and **FINAL INSPECTION** are always required.
- I am aware that a **FRAMING INSPECTION** is required when the frame, beams, joist, lateral load connectors, flashing at house above ledger board, etc. will not be visible at the final inspection.
- All decks that are **6' or lower above grade require a FRAMING INSPECTION before decking boards are installed.**
- Deck to house lateral load connectors are always required unless the deck is free standing and structurally independent of the house.
- Flashing at the house must be installed for the framing inspection.
- 4x4 guardrail post cannot be notched.
- 4x4 guardrail post require two ½ inch thru bolts.
- 4x4 guardrail post require a DTT2Z hold down bracket or installed with strong drive timber screws as per Simpson Strong Tie "Guard post to deck framing" fastener details. (Refer to deck guide for more details)
- 4x4 guardrail post must be installed for the framing inspection.
- 4x4 Guard rail post must be installed as per Township Approved method.
- Hurricane wind load straps are always required at beam to joist.
- A graspable handrail is always required on stairs with 4 or more risers

I AGREE TO CONSTRUCT THE DECK WITHIN THE STANDARDS IN THIS DOCUMENT, THE INTERNATIONAL RESIDENTIAL CODE AS ADOPTED BY PENNSYLVANIA UNIFORM CONSTRUCTION CODE, AND THE PRESCRIPTIVE RESIDENTIAL WOOD DECK CONSTRUCTION GUIDE. OWNER AND CONTRACTOR PRINT NAME AND SIGN.

PROJECT ADDRESS: _____

PLAN NAME: _____ **LOT No.:** _____

CONTRACTOR NAME _____

CONTRACTOR ADDRESS _____

CONTRACTOR PRINT NAME AND SIGN _____

OWNER NAME _____

OWNER ADDRESS _____

OWNER PRINT NAME AND SIGN _____

I ACCEPT AND AGREE TO THE FOLLOWING:

- Minimum 18" x 18" Square Footing or 21" Round Footer.
- Minimum 10" thick monolithically poured concrete under deck posts.
- Precast concrete footers must be a minimum of 21" round and monolithically poured.
- Decks with joist span over 14' and beam span over 8' require a larger footer.
- Footers supporting a deck and roof are required to be a minimum size of 30" diameter.
- DO NOT COVER FOOTER HOLES on the day of inspection to allow the inspector to clearly see and complete the inspection.
- Footings should be inspected **before** the concrete or footing is placed.
- Frost line is 36" deep to bottom of footer from finish grade.

I AGREE TO CONSTRUCT THE DECK FOOTERS WITHIN THE STANDARDS IN THIS DOCUMENT, THE INTERNATIONAL RESIDENTIAL CODE AS ADOPTED BY PENNSYLVANIA UNIFORM CONSTRUCTION CODE, AND THE PRESCRIPTIVE RESIDENTIAL WOOD DECK CONSTRUCTION GUIDE.

OWNER AND CONTRACTOR PRINT NAME AND SIGN.

PROJECT ADDRESS: _____

PLAN NAME: _____ **LOT No.:** _____

CONTRACTOR NAME _____

CONTRACTOR ADDRESS _____

CONTRACTOR PRINT NAME AND SIGN _____

OWNER NAME _____

OWNER ADDRESS _____

OWNER PRINT NAME AND SIGN _____

UNDISTURBED NATURAL SOILS AFFIDAVIT

TOWNSHIP OF MOON

DATE _____

PROPOSED BUILDING ADDRESS: _____

SUBDIVISION NAME: _____ LOT NUMBER: _____

BUILDER NAME _____

BUILDER ADDRESS _____

BUILDER AGENT PRINT NAME AND SIGN _____

I hereby certify that the proposed building referenced above is to be constructed on undisturbed natural soil. The proposed building footings and foundation will be constructed and installed in accordance with the International Residential Code (for one- and two-family dwellings) and ACI 332 as adopted by the Pennsylvania Uniform Construction Code and enforced by the Township of Moon.

PROVIDE THIS COMPLETED FORM TO MOON TOWNSHIP WITH A BUILDING PERMIT REQUEST IF THE SOIL IS UNDISTURBED NATURAL SOIL.

A "SOILS COMPACTION CERTIFICATION LETTER" IS REQUIRED IF THE SOIL WHERE THE PROPOSED BUILDING IS TO BE CONSTRUCTED IS NOT UNDISTURBED NATURAL SOIL.

1000 Beaver Grade Road, Moon Township, PA 15108 412-262-1700 moontwp.us

SOILS COMPACTION CERTIFICATION AFFIDAVIT

DATE: _____

HOME BUILDER NAME: _____

ADDRESS: _____

LAND DEVELOPER NAME: _____

ADDRESS: _____

GEOTECHNICAL ENGINEER: _____

ADDRESS: _____

Through this statement of facts, the herein-designated geotechnical engineer confirms that the soil composition and compaction test results meet compaction requirements in accordance with Township Specs, the approved plan, industry standards, applicable and adopted codes, the geotechnical engineering report and for this project as it relates to engineered fill placed prior to construction of footing, foundations and structures.

The home builders design professional will provide the UCC code compliant and structural design for the proposed building, foundations, and footers for the soil conditions on this proposed building lot.

Proposed Building:

Subdivision: _____ Lot Number: _____

Address: _____

Building Description: _____

Sincerely,

Geotechnical Engineer Design Professional Stamp/Seal, and Signature with Date

NOTE: REQUIRES WET SEAL AND SIGNATURE OF A PENNSYLVANIA-LICENSED GEOTECHNICAL ENGINEER.