COMMERICAL BUILDING PERMIT CHECKLIST

☐ Building Permit Application completely filled out & signed. Incomplete application can result in a denied permit.

☐ Building permit fees. Do not submit any payment at the time of application. You will pay for the permit when you pick it up.

☐ (2 copies) Complete sets of construction drawings with Design Professional Seal as per attached UCC PLAN REVIEW CHECKLIST (include Building, structural, mechanical, fuel gas,
plumbing, energy, Com-Check, and Accessibility plans & details in compliance with ICC A117.1 Accessible and Usable Buildings and Facilities, fire protection and alarm, shop fabricating drawings)

☐ (2 copies) Complete ***folded*** sets of ONLY ELECTRICAL drawings with Design Professional Seal.

☐ (2 copies) Additional ***folded*** site utility plans with survey engineer seal affixed. Show accessible route and accessible parking.

☐ (2 copies) Energy Conservation Code Compliance Certification Perceptive Method and or Comp/Check and details, specs.

☐ Previous PA Labor & Industry Occupancy Permit if this is an existing building constructed before April 9, 2004

☐ Design professional certification form letter certifying the design complies with the current applicable codes Pennsylvania Uniform Construction Code. (see attached form).

☐ Complete, sign and submit "Permit Agreement" form. (form attached)

☐ General contractors proof of Workers Comp Insurance or a statement of exemption. Workers Comp Insurance Certificate must Name Moon Township Building Inspector as certificate holder. (exemption form attached)

☐ Affidavit of submittal of FAA FORM 7460-1 "NOTICE OF PROPOSED CONSTRUCTION OR ALTERATION" required for all construction using a CRANE. (attached form)

☐ DEP Planning Module and letter of approval. Letter of approval from Moon Township Municipal Authority for sewer and water service.

☐ Statement of special inspections as per International Building Code, Chapter 17, Section 1704.1.1. (use Township provided forms and guide). Submit completed and signed "Special Inspections Agreement". Submit Information, qualifications, resumes on the special inspections company and each special inspector.

☐ Final approval from Moon Township Planning Commission and Moon Township Board of Supervisors, conditional use/ zoning variances.

☐ Health Care Facilities State UCC compliance and PA State Licensing Regulations/ State Department of Health Plan Approval Verification.

☐ Child Day Care Facilities PA State UCC, Section 403.23 review and approval.

☐ Wind Load Calculations as per IBC minimum design 90 MPH.

☐ Carnot Village or University Boulevard Overlay District.

☐ Rooftop, mechanical equipment, screening details.

☐ Pennsylvania Highway Occupancy Permit.

☐

☐

Get Plumbing permit from Allegheny County Health Department, Plumbing Division (separate permit)
http://www.achd.net/plumbing/index.html

Electrical Permit from Moon Township. (separate permit)

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_____

DEMOLITION PERMIT FEES

Residential $100.00
Commercial $300.00
(Bond of estimated cost of job required-$2,000 or 10% of the total cost to complete demolition).

BUILDING PERMIT FEES

1. International Residential Code (IRC) Structures and Uses:

Sheds, interior renovations, private garages, decks. porches, . accessory structures 22 cents/sq.ft. $40.00 minimum.

New additions. sunrooms...$. 22/sq.ft.
($200.00 minimum) New construction(single family, townhouses, quads $. 22/sq.ft.
($900.00 minimum)
Residential in ground pools. above ground pools, spas, hot tubs $ 50.00

2. International Building Code (IBC)

Structures and Uses:
New construction (up to 10,000 sq. ft.) $ 4,800.00 Plus area
over 10,000 sq. ft. add $.22/sq. ft.
Minimum renovation fee-non area$ 200.00
Interior renovation/remodeling $ .22/sq.ft.
Existing buildings up to 50,000 sq. ft. (500.00 minimum)
Plus, area over 50,000 sq. ft. add 7 cents, sq. ft.
Swimming pools, spas and hot tubs$ 500.00

Plus, other fees as applicable
Communication towers, utility structures. tanks. misc. $ 2,000.00

3. Temporary construction trailer$ 400.00

4. Plan review fee Building, Mechanical and Fire System 25% bldg. permit fee

5. Plan review fee: electrical25% elec. permit fee
($200.00 minimum)

6. PA State fee each permit$ 4.00

7. Work commencing before permit issuance, double required permit fee.

UCC CODES

The UCC Administration and Enforcement regulation has adopted the following codes for use throughout the Commonwealth of Pennsylvania, effective 12/31/2015. Only the appendices specified after each code name have been adopted (in addition to the code itself).

International Building Code 2015 Sections:

- Section 304.1 concerning "Business Group B" uses and occupancies.
- Section 306.2 concerning "moderate-hazard factory industrial, Group F-1" uses and occupancies.
- Section 2902.3 concerning exceptions for "employee and public toilet facilities."
- Section 902.1 (relating to definitions) to the extent that "Automatic Water Mist System" was added.
- Section 904.2 (relating to installation of automatic fire-extinguishing systems).
- Section 904.2.1 (relating to restrictions on using automatic sprinkler system exceptions or reductions).
- Section 904.11 (relating to automatic water mist systems).
- Section 904.11.1 (relating to design and installation requirements).
- Section 904.11.1.1 (relating to general requirements for design and installation).
- Section 904.11.1.2 (relating to actuation).
- Section 904.11.1.3 (relating to water supply protection).
- Section 904.11.1.4 (relating to secondary water supply).
- Section 904.11.2 (relating to water mist system supervision and alarms).
- Section 904.11.2.1 (relating to monitoring).
- Section 904.11.2.2 (relating to alarms).
- Section 904.11.2.3 (relating to floor control valves).
- Section 904.11.3 (relating to testing and maintenance).
- Section 907.2.11.3 (relating to installation of smoke alarms near cooking appliances).
- Section 907.2.11.4 (relating to installation of smoke alarms near bathrooms).
- Chapter 11 is adopted and requires that buildings and facilities also comply with the accessibility requirements found in other chapters of the International Building Code 2015 and in the ICC/ANSI A117.1 2009 Accessible and Usable Buildings and Facilities standard.
- Appendix E (Supplementary Accessibility Requirements) is adopted.

International Building Code 2009 (base code, except for accessibility, for all buildings and structures not regulated by the *International Residential Code*)

- Chapter 1 is not adopted (most of its requirements are incorporated in Chapter 403 of the UCC regulation).
- Chapter 27 (Electrical) requires that all electrical components, equipment and systems in buildings and structures covered by the IBC comply with the requirements of **NFPA 70-2008, National Electric Code**.
- Chapter 30 (Elevators) is not adopted. Elevator requirements are found in Chapter 405 of UCC.
- Only Appendix H (Signs) is adopted.

International Energy Conservation Code 2015 Sections:

- Section R202 only to the extent that this section contains the definition of "insulated siding."
- Section R402.2.4 (relating to access hatches and doors).
- Section R402.2.8 (relating to floors).
- Table R402.4.1.1 only to the extent the row for "floors" was amended.
- Section 402.1.3 (relating to r-value computation).

International Energy Conservation Code 2009

International Existing Building Code 2015

- Section 406.3 (relating to replacement window emergency escape and rescue opening).

All accessibility provisions as follows:

- Section 107.2 (relating to Temporary Structures and Uses);
- Section 410 (relating to the Prescriptive Compliance Method);
- Section 605 (relating to Repairs);
- Section 705 (relating to Level 1 Alterations);
- Section 801.1 (relating to Level 2 Alterations);
- Section 806 (relating to Level 2 Alterations);
- Section 901.2 (relating to Level 3 Alterations);
- Section 906 (relating to Level 3 Alterations);
- Section 1006 (relating to Change of Occupancy);
- Section 1012.1.4 (relating to Change of Occupancy);
- Section 1012.8 (relating to Change of Occupancy);
- Section 1101.2 (relating to Additions);
- Section 1105 (relating to Additions);
- Section 1204.1 (relating to Historic Buildings);
- Section 1205.15 (relating to Historic Buildings);
- Section 1401.2.5 (relating to Performance Compliance Methods);
- Section 1508 (relating to Construction Safeguards); and
- Appendix B.

International Existing Building Code 2009

- Work on existing, non-residential buildings can comply with these code requirements or Chapter 34 of the *International Building Code 2009*.
- All appendices and resource information are adopted.

International Fire Code 2015 Sections:

- Section 202 limited to changes to definitions for "Business Group B" and "Automatic Water Mist System."
- Section 902.1 (relating to definitions) to the extent that "Automatic Water Mist System" was added.
- Section 904.2 (relating to relating to installation of automatic fire-extinguishing systems).
- Section 904.2.1 (relating to restrictions on using automatic fire extinguisher systems exceptions or reductions).
- Section 904.11 (relating to automatic water mist systems).
- Section 904.11.1 (relating to design and installation requirements).

- Section 904.11.1.1 (relating to general requirements for design and installation).
- Section 904.11.1.2 (relating to actuation).
- Section 904.11.1.3 (relating to water supply protection).
- Section 904.11.1.4 (relating to secondary water supply).
- Section 904.11.2 (relating to water mist system supervision and alarms).
- Section 904.11.2.1 (relating to monitoring).
- Section 904.11.2.2 (relating to alarms).
- Section 904.11.2.3 (relating to floor control valves).
- Section 904.11.3 (relating to testing and maintenance).
- Section 907.2.11.3 (relating to installation of smoke alarms near cooking appliances).
- Section 907.2.11.4 (relating to installation of smoke alarms near bathrooms).

International Fire Code 2009

- Adopted only **to the extent referenced** in the *International Building Code 2009*.

International Fuel Gas Code 2009

- Any LPG requirements are superseded by the requirements of Pennsylvania's Propane and Liquefied Petroleum Gas Act (and regulations)
- No Appendices are adopted.

International Mechanical Code 2015 Section:

- Section 507.2 of the International Mechanical Code of 2015 (relating to commercial kitchen hoods, "Type 1")

International Mechanical Code 2009

- No Appendices are adopted.

International Performance Code for Buildings and Facilities 2009 (provides alternative compliance approach)

International Plumbing Code 2009

- No Appendices are adopted.

International Residential Code 2015 Sections:

- Section N1101.6 only to the extent that this section contains the definition of "insulated siding."
- Section N1102.2.4 (relating to access hatches and doors).
- Section N1102.2.8 (relating to floors).
- Table N1102.4.1.1 only to the extent that amendments were made to the "Floors" row of this table.
- Section N1102.1.3 (relating to r-value computation).
- Table R302.1(1) (relating to requirements for exterior walls).
- Section R316.5.11 (relating to sill plates and headers).
- Section R317.1.4 (relating to wood columns).
- Section R507.1 (relating to decks).
- Section R507.2.4 (relating to deck lateral load connection).
- Section R507.4 (relating to decking).

- Section R507.5 (relating to deck joists).
- Section R507.5.1 (relating to lateral restraint at supports).
- Section R507.6 (relating to deck beams).
- Section R507.7 (relating to deck joist and deck beam bearing).
- Section R507.7.1 (relating to deck post to deck beam).
- Section R507.8 (relating to deck posts).
- Section R507.8.1 (relating to deck post to deck footing).
- Table R507.4 (relating to maximum joist spacing).
- Table R507.5 (relating to deck joist spans for common lumber species).
- Table R507.8 (relating to deck post height).
- Figure R507.2.3(2) (relating to deck attachment for lateral loads).
- Figure R507.5 (relating to typical deck joist spans).
- Figure R507.6 (relating to deck beam span lengths).
- Figure R507.7.1 (relating to deck beam to deck post).
- Figure R507.8.1 (relating to typical deck posts to deck footings).
- Section M1503.4 (relating to "make-up air required" for range hoods).
- Section M1601.4.1 (relating to "joints, seams, and connections" for duct construction) is adopted only with regards to Exception No. 3.

International Residential Code 2009 (code for one- and two-family dwellings no more than 3 stories in height)

- Only Appendix G (Swimming Pools, Spas and Hot Tubs) is adopted.

International Wildland-Urban Interface Code 2009 (supplementary requirements that may be used to mitigate fire- and life-safety hazards in unique wildland areas)

ACCESSING THE INTERNATIONAL CODES

The codes as published by the International Code Council are copyrighted and can be purchased from the ICC, either online at: www.iccsafe.org, or by calling the ICC publication office at 1-800-786-4452. The ICC also made copies of its codes accessible online, at no charge. You can access these online. Please note that this free service is very limited in terms of access (i.e., you will only be able to view one code section/subsection at a time, not whole pages) and search and print capabilities. If you want full access and features, you will either need to pay for full electronic access or purchase the desired code book(s).

Note carefully the following remarks regarding these codes.

The *International Private Sewage Disposal Code 2009*, the *International Property Maintenance Code 2009* and the *International Zoning Code 2009* are not adopted. However, in addition to the codes listed above, municipalities that elect to enforce the UCC may also adopt and enforce the *International Property Maintenance Code* (or any other property maintenance requirements). Enforcement of these requirements falls outside the scope of the UCC.

The Department has made several changes to the codes listed above. These relate to fire safety requirements in child day care facilities and the technical standards that apply to elevators and

other lifting devices. See section 403.23 and Chapter 405 of the UCC for further details on these changes.

Act 13 of 2004 stipulates that the following stairway tread and riser requirements will apply in all buildings that fall within the scope of the *International Residential Code*, in all occupancies in Use Group R-3 and within dwelling units in occupancies in Use Group R-2: The maximum stairway riser height shall be 8 ¼ inches (210 mm), the minimum tread depth shall be 9 inches (229 mm); and, a 1-inch (25 mm) nosing must be provided on stairways with solid risers.

The UCC regulations provide for the use of an alternative to Chapter 11 of the *International Residential Code* (or Chapter 4 of the *International Energy Conservation Code*), to demonstrate compliance with the energy conservation requirements of the UCC. This alternative compliance path, which can be obtained by clicking on the link below, was developed by the Pennsylvania Housing Research Center at Penn State University and is entitled "Pennsylvania's Alternative Residential Energy Provisions" (to date, released in three versions: 2003, 2006 and 2009).

General Requirements:

All drawings shall be sealed, signed, and dated, by a design professional (licensed architect or engineer).

All drawings must be neatly drawn with clean, crisp, lettering---they must remain legible after reduction for microfilming.

Computer generated vicinity maps obtained from web-based services (such as Map Quest) are acceptable, as long as the roadways or street names are legible and will remain that way after reduction for microfilming.

TITLE PAGE:

The title page must include the building data information:

____ Project location
____ Scope of work (brief description of work)
____ Code analysis
- Use group
- Type of construction
- Sprinkler yes/no
- Total number of stories
- Fire alarm system yes/no MONITORED BY:
- Affected floor area
- Total floor area

____ Fire Rating Requirements (Table 201)
- Columns
- Bearing walls
- Roof ceiling
- Corridor separation
- Tenant separation

____ List current applicable building codes outlined in the first 2 pages of this document.

____ Original Labor & Industry Building Plan approval on existing buildings built before April 9, 2004
- File number
- Date
- Drawing index

____ General notes
____ Abbreviations
____ Drawing lists
____ Project team, **Architect, Owner and Tenant**, complete with name, address, e mail, phone, fax and contact persons.
Must list the complete information of the "**Registered Design Professional in Responsible Charge**"

SITE PLANS:

____ a. Site plans shall be prepared to scale with legend, north arrow, and separate vicinity (site location) map.
____ b. Show the correct street address, parcel number and required municipal zoning (if there is local zoning ordinance) on the site plan.
____ c. Show and identify all property lines and right-of-way, with distance from property lines and adjacent buildings on site plans.
____ d. Show all accessible parking spaces and signage per ICC/ ANSI A117.1 and the *International Building Code* on site plan. Provide enlarged dimensioned plan and details for all accessibility components.
____ e. Show accessible curb cut, ramps, and access ways to the building, accessible route from parking to building.
____ f. Show all existing and proposed driveway entrances.
____ g. Identify adjacent land uses and zoning.
____ h. Show all easements, flood ways, and required buffers.
____ i. Show existing and proposed utilities to serve the site, including fire hydrant locations
____ j. Show existing and finishing grades.
____ k. Show details, sections, and elevations needed for construction.
____ l. Show all buffer and screening landscaping.
____ m. Show all required parking and loading spaces and calculations.

ARCHITECTUAL PLANS:

____ a. Show architectural floor plan of each floor.
Indicate the approved, tested hourly rating, number and location of all members and assemblies walls, columns, floor, and ceiling, and ceiling and roof fire-rated design assemblies). Show all fire-rated walls (both existing and new) with their ratings, if not shown elsewhere. Drawings submitted without required fire-rated walls shown will be rejected.
____ b. Show the square footage of each floor on the corresponding floor plans.
____ c. Identify the names and uses of each room.
____ d. Egress, travel distance, door, stair, capacity requirements, etc. Furnish floor schedule(s) including size, type, rating (if any), and hardware.
____ e. Provide all glazing schedules.

____ f. Show elevations with dimensions defining overall building height, floor-to-floor heights, or heights to ridge and eave as applicable to the type of building construction listed on the UCC application (**NOTE**: Where an existing building is involved, photographs of all sides of the building may be submitted to show elevations. **These will be acceptable only if they show all elements to determine compliance with the UCC.)**

____ g. Provide basement percentage-below basement calculations.
____ h. Indicate roof slopes, drainage system and sized though wall scuppers, if applicable to the project.
____ i. Show fixed seating for assembly occupancy to allow determination of occupancy posting required by International Building Code.
____ j. Show wall sections with proposed material sizes, construction, and fire-rated assemblies.
____ k. Show proposed pluming fixtures and privacy screens on the plans.
____ l. If masonry construction is proposed, include the following information;
____ Type of brick ties.
Control joints
Placement of wall flashing and reinforcement
____ m. If appropriate for the proposed occupancy, plans should identify all hazardous material control areas, fire barriers and the required fire-resistance ratings for these barriers. All identified control areas shall list the name, class, quantity and method of storage of all hazardous materials processed, manufactured or used in a manufacturing process and contained within its fire barriers. Provide a Material Safety Data Sheet for each listed hazardous material.
____ n. Show the floor slab vapor barrier.
____ o. Show foundation water-proofing, if applicable.
____ p. All penetration of fire-rated construction must be per manufacturer's detail. The details shall meet or exceed the rating of construction being penetrated. The penetration details shall be exactly as tested by an approved testing laboratory or agency and shall include their system numbers. New penetrations of existing fire-rated walls and assemblies shall be shown with appropriate designs.
____ q. Show penthouse drawings.
____ r. Provide on the drawings the calculations for the means of egress widths for the entire floor occupancy load and the existing capacity of all exits including all stairs, doors, corridors, and ramped exits.

____ s. Show required ventilation louvers and vent sizes.

ACCESSIBILITY PLANS as per ICC A117.1

____ a. Accessibility route, entrances, and ramps. Provide a standard details installation mounting dimensions page for all controls, strobe horn Appliance, bathroom fixtures, grab bars, paper towel and toilet paper dispensers, coat hooks, signs, sinks and counter heights. All Controls rough in boxes shall be mounted within max and min reach ranges so all controls, switches etc are within required max and min reach ranges.
____ b. Parking, passenger loading.
____ c. Features, facilities.
____ d. Signage.

____ e. Dimensioned Mounting plan and details for all Accessibility signs, (fire extinguisher cabinets 48" to top of cabinet), (strobe horn appliances strobe lenses between 80" and 96")
____ f.
____ g.
____ h.

STATEMENT OF SPECIAL INSPECTIONS AS PER 2009 IBC

_____a. Provide a statement of special inspections as per IBC and the Moon Township Model Special Inspections Program.

_____b. Provide Special Inspections agreement signed by all parties.

STRUCTURAL PLANS:

____ a. Show foundation plans indicating the proposed slab elevations and type of foundation (i.e. mat foundation caissons, spread footings, etc.).
____ b. Provide preliminary soil analysis data done by a licensed engineer, if required.
____ c. Indicate dimensions of foundations.
____ d. Show type, size and location of piling and caps for pile foundation.
____ e. Indicate grade beam sizes.
____ f. Indicate footing schedule defining footing sizes and the required reinforcing.
____ g. Show the established footing depth below grade and method of frost protection allowed

____ h. Indicate the thickness of the floor slab, size of reinforcing slab elevations, and type and details of foundations.
____ i. Indicate location, size and amount of reinforcing steel.
____ j. Show foundation corner reinforcing bars and minimum overlapping (as applicable to project structure).
____ k. Provide strength of concrete according to designed soil reports.
____ l. Show beams, joists, girders, rafters, and/ or truss layouts and details of connections, structural steel stud gage, gage size, and connections.
____ m. Indicate the sizes and species of all wood members and their respective design strength.
____ n. Show all columns, girders, joists, purlins, beams and base plates; for wood construction show all headers.
____ o. Provide a complete lintel schedule.
____ p. Indicate the type of anchoring for steel bearing directly on masonry.

____ q. Indicate design dead and live, wind, snow, seismic loads for floor areas, roofs, balconies, porches, breezeways, corridors, stairs, mezzanines, and platforms. Show concentrated loads, i.e. file rooms, machinery, and forklift areas, if greater than those shown on the Code Summary Sheet. Identify shear walls, bracing, strapping fastening, reinforcement, and any special anchoring required.
____ r. Where applicable, indicate on roof framing plan where concentrated loads(mechanical equipment, cranes, etc.) will be placed.
____ s. Indicate on foundation and framing plans the location and lateral load resisting system (show walls, brace frames, moment connections, etc.).

FIRE PROTECTION PLANS:

____ a. Complete a sprinkler design data sheet and include it on the first plan of the sprinkler drawings.
____ b. Show floor plans for each floor with sprinkler piping layout, pipe sizes, pipe hanger details, piping materials, doors, walls, and room identities. Often, these shop drawings are not available at the time of the initial plan submission. If this is the case, write in " N/A", but note the following:

- These shop drawings must be submitted for Department review and approval **at least two weeks before the projected installation date**.
- Failure to obtain approval of these drawings before installation could result in not only in delay of the final inspection and insurance of an occupancy permit, but also in removal and reconstruction of installation, which fail to meet UCC requirements.

____ c. Show ceiling plans with sprinkler head(s) layout walls, soffits, openings, doors, dimensions and room identities.
____ e. Verify system design by providing hydraulic calculations along with the following:

Recent water flow test
10 percent safety margin
Type of backflow-preventer or reduced pressure zone showing
Equivalent foot loss
Fire pump summary

____ f. For residential occupancies, such as apartments and condominiums, show sprinkler head locations at breezeways, if applicable.
____ g. Indicate the certified testing laboratory agency (e,g. U.L.) their test number and hourly rating of all new and/or affected rated members and assemblies (i.e. column beams, floor/ceiling fire-rated design assemblies). Show all new and/or affected fire-rated walls with their ratings, if not shown elsewhere.
____ h. All penetrations of fire-rated construction must be per manufacturer's details. Details shall meet or exceed ratings of construction being penetrated. Penetration details shall be exactly as tested by a certified testing laboratory or agency and shall include their system numbers. All new penetration of existing fire-rated walls and assemblies shall be shown with appropriate designs.
____ i. provide a fire alarm riser showing connection to a UL-approved central station. Show tamper switches on both OS and Y valves of backflow prevention device. Unless shown elsewhere.
____ j. Indicate commodity class and height of any storage.
____ k. Provide material Safety Sheets for any hazardous materials (also specified under "**Architectural Plans**").
____ l. Where special temperature-rated or high –temperature sprinklers are required, show sprinkler type(s) per area, office size, cut sheets with K-factor, water requirements, spray pattern, coverage and other pertinent data.

SYSTEM CALCULATIONS (FIRE PROTECTION):

Hydraulic calculated and pipe schedule fire systems should be designed with a ten percent safety margin for all new buildings and additions to existing buildings. Calculations for hydraulic system should include:

____ a. Flow and pressure at each flowing sprinkler head.
____ b. Flow diagram for a grid system.

PLUMBING PLANS:

Plumbing Plans must be as per Allegheny County Health Department "COMMERCIAL PLAN REVIEW CHECKLIST"

http://www.achd.net/plumbing/pubs/pdf/Commercial_Checklist.pdf

____ a. Show a site utilities plan, if not provided with the civil drawings.
    ____ 1. Show the domestic water, fire, and irrigation drawings.
    ____ 2. Show the location of water meters, backflow protection type and location.
    ____ 3. Show the sanitary service from building to public sewer or approved private sewage disposal system.

____ b. Show interceptors as applicable to protect and size by flow rate (i.e., grease, oil, lint, acid, and sand).

____ c. Provide plumbing plan layout for each floor. These should show the water distribution and drain-waste-vent-piping, and all details, notes, legends, and schedules necessary to define the system being installed.

____ d. Show the location of all major components required for a complete system.

____ e. Provide fixture and equipment schedule showing fixture number, detailed description, hot water, cold water, waste and vent connection sizes and other pertinent data.

____ f. Identify all fixtures on floor plans and in riser diagrams with the plumbing fixture schedule number.

____ g. Supply and Waste/Vent piping shall be shown on the floor plans. All pipe sizes shall be clearly shown. In congested areas (e.g., restaurants, grocery stores, etc.).

____ h. On buildings two stories and above provide isometric diagrams and/or schematic riser diagrams for Supply and Waste/Vent piping and identify the risers by number (i.e., R1, R2, etc.) Show where all riser based terminations connect to the building drain, along with all interconnected piping on each floor plan. All pipe sizes shall be clearly defined.

____ i. Show the water, sanitary drain-waste-vent piping and storm leaders/drains. Indicate sizes and materials for above/below grade.

____ j. Show slope of horizontal sanitary and storm drains that equal or exceed 3" diameter, if less than 1/8", per foot.

____ k. Indicate roof drains and emergency roof drains/scruppers with the areas they impact. Note that "emergency"=secondary=overflow=,

____ l. Show toilet room layouts with minimum of ¼ "= 1 foot scale.

____ m. Show drinking fountain location including accessibility drink fountain.

____ n. All penetrations of fire-rated construction must be per manufacturer's details. The details shall meet or exceed rating of construction being penetrated. The penetration details shall be exactly as tested by an approved testing laboratory or agency and shall include their system numbers.

____ o. Room name and numbers for each floor, should be on the floor plans for each level.

____ p. Provide minimum facilities calculations.

____ q. Combine line notations, if provided on the architectural/structural plans, shall be indicated on the plumbing plans.

MECHANCAL PLANS:

____ a. Show all required wall louvers, penetrations and fans.
____ b. Indicate roof-mounted equipment locations.
____ c. Show all mechanical equipment piping, ductwork, (above/below slab) on the mechanical floor and/or roof plan.
____ d. Provide mechanical plans for each floor and the roof. These shall show the ductwork layouts, schedules, notes, legends, piping schematics, and details necessary to define the system being installed.
____ e. Indicate sir distribution devices and show cfm for all supply, return and exhaust devices.
____ f. Indicate the location of all equipment components required for a complete system.
____ g. Show the smoke ventilation of atriums and pressurization of high-rise stairwells.
____ h. Show condensation drains, primary and secondary, from the unit to the point of discharge.
____ i. Indicate toilet exhaust requirements.
____ j. Show mechanical room layouts at sufficient scale for dimensions and details to be ascertained.
____ k. Show the size of duct runs.
____ l. Indicate controls for fan shut down; emergency manual and automatic smoke detection.
____ m. Show the location of all UL 555-certified fire dampers, ceiling radiation dampers, smoke dampers, and fire doors.
____ n. Show all fire-rated walls (both existing and new) with their ratings on the mechanical plans.
____ o. All penetration of fire-rated construction must be per manufacturer's details.
____ p. Room name and numbers for each floor should be on a floor plan for each level.
____ q. Provide outside air ventilation rate, fresh air as per the ICC International Mechanical Code.
____ r. Column line notations, if provided on the architectural/structural plans, shall be identified on the mechanical plans.
____ s. Provide gas piping layout on the floor plan for each floor. If it is a multi-story building, all gas piping shall be shown, per floor. Include pipe sizes, water column, and type of material. Provide a schedule of connected equipment, total BTUH demand, total equivalent length, and most remote gas appliance.

ELECTRICAL PLANS:

____ a. Provide panel schedules with circuit and feeder loading, over current protection, and NEC load summaries for all new and/or affected panels and services (loading has to be evaluated by highest phase): include fault current data, short circuit ratings and fault current protection co-ordination.
____ b. Provide a single line riser diagram showing all new and/or affected services, feeders, wire sizes and insulation types, and conduit sizes and types.
____ c. Indicate number of services and their physical locations; clearly indicate mains and characteristics.
____ d. Indicate the grounding electrode conductor size with new and/or affected service sand transformers; where necessary provide details or notes on methods.
____ e. Show physical locations of all new and/or affected panels and switchgear (indicate front).

____ f. Indicate receptacle plans with circuitry.
____ g. Indicate lighting plans with circuitry.
____ h. Show electrical plans for each affected floor, including the roof.
____ i. Show wiring method(s) conduit sizes and types, termination temperature (60,75,90) requirements, conductor sizes and insulation types.
____ j. Indicate the design and/or operation for any of the following applicable life safety systems; emergency generators, smoke evacuation, shaft pressurization and relief, smoke detection, egress and emergency lighting, and fire alarms.
____ k. Indicate how special needs, such as classified (hazardous) corrosive and patient care are treated. Provide detailed plan of classified areas, the classifications and how complied with (i.e. hangers, waste treatment and collection, flammable dusts, gases or liquids, spray booths, vehicle servicing and parking, etc.).
____ l. Provide all HVAC nameplate data, including MCA and MOCP. List all other appliance and/or equipment (other than those, which will be connected to a general use receptacle) with name plate data (i.e. voltage, phasing, HP, KVA, FLA, RLA, etc.).
____ m. Indicate all motor horse power ratings, if not supplied elsewhere.
____ n. Indicate the certified testing laboratory or agency (e.g. UL) their test # and hourly ratings of all new and/or affected rated members and assemblies (i.e. columns, beams, floor/ceilings, and ceilings/roof fire-rated design assemblies). Show all new and/or affected fire-rated walls with their ratings, if not shown else where.
____ o. All penetration of fire-rated construction must be per manufacturer's details. The details shall meet or exceed ratings of construction being penetrated. Penetration details shall be exactly as tested by an approved testing laboratory or agency and shall include their system numbers. New penetrations of existing fire-rated walls and assemblies shall be shown with appropriate designs.
____ p. Provide all applicable International Energy Conversation Code compliance data on the Building Code Summary sheet or on the electrical plans.
____ q. All submittals should include a listing and labeling statement. (All electrical materials, devices, appliances, and equipment, shall be labeled and listed by a certified testing laboratory or agency).

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 _____

DESIGN PROFESSIONAL CERTIFICATION

_____
(Date)

_____
(Construction Project Name)

Please be advised that, I _____
(Architect's/Engineer's name)

have designed the plans submitted for permit review to Moon Township for proposed construction of, (describe project)

_____

_____

located at,

_____
(Street address of proposed construction)

To the best of my knowledge, these plans, pages numbered ____ to ____, dated _____ have been designed to meet the requirements of the Moon Township Ordinance Chapter 5, Code enforcement and current applicable PA State (UCC) Uniform Construction Code.

All ANSI A117.1-2009 accessibility code dimensional requirements and maximum and minimum ranges and tolerances are permitted. All absolute dimensions are subject to conventional industry tolerances.

_____
(Design Professional's Signature)

(Design Professional's Seal)

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 proposed work_____

NOTIFICATION AFFIDAVIT
FAA FORM 7460-1
NOTICE OF PROPOSED CONSTRUCTION OR ALTERATION

I (name) _____,
acting on behalf the owner / contractor (name) _____,
hereby affirm that the Notice of Proposed Construction or Alteration FAA FORM 7460-1 has been provided to the (FAA) Federal Aviation Administration a minimum of 45 days prior to construction for the project (name) _____
Located at (address) _____

Federal Regulation Title 14 Part 77 establishes standards and notification requirements for objects affecting navigable airspace. This notification serves as the basis for:

- Evaluating the effect of the construction or alteration on operating procedures
- Determining the potential hazardous effect of the proposed construction on air navigation
- Identifying mitigating measures to enhance safe air navigation
- Charting of new objects.

Notification allows the FAA to identify potential aeronautical hazards in advance thus preventing or minimizing the adverse impacts to the safe and efficient use of navigable airspace.

On-Airport Proposals: For On-Airport proposals within the FAA Central Region, the sponsor should e-file the required information at http://oeaaa.faa.gov.

Off-Airport Proposals: For off-airport proposals, the sponsor may e-file the required information at http://oeaaa.faa.gov or mail the completed 7460-1 form to the following address:

Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
2601 Meacham Boulevard
Fort Worth, TX 76193

Persons failing to comply with the provisions of FAR Part 77 are subject to Civil Penalty under Section 902 of the Federal Aviation Act of 1958, as amended and pursuant to 49 U.S.C. Section 46301(a).

Owner or Contractor Name (Print)	Owner or Contractor Signature	Date	Phone

Contact Dennis Pivik, P.E. with any questions.

Dennis Pivik, P.E.
Engineering Project Manager - Civil
DPivik@pitairport.com
p: 412-472-3667
f: 412-472-3544

Allegheny County Airport Authority
Pittsburgh International Airport
Landside Terminal, 4th Floor Mezz.
PO Box 12370
Pittsburgh, PA 15231-0370
FlyPittsburgh**.com**

Township of Moon

FUEL GAS PIPELINE TEST AND INSTALLATION

Inspection Address: _____ (No.) (Street) _____ (Permit No.)

Subdivision/Project: _____ _____ (Lot No.)

Builder/Agent: _____ _____ (Phone No.)

_____
(Mailing Address) (No.) (Street) (City) (State) (Zip)

Installing Firm: _____ _____ (Phone No.)

_____
(Mailing Address) (No.) (Street) (City) (State) (Zip)

Installer/Tested by: _____ (Print Name) _____ (Phone No.)

By signing this form, the installer/tested by person named here within attest that prior to acceptance and operation all piping installations from the point of delivery, to the outlet of the equipment shutoff valves have been inspected and pressure tested by he/she the qualified professional installer/tester to determine that the materials, design, fabrication, and installation practices comply with the requirements of Moon Township Codes.

Test Pressure Duration: _____ (PSIG) _____ (Minutes)

Installed and Tested by: _____ (Signature) Date: _____

WHITE: On site with building permit

YELLOW: Installer / Tester

COMMERCIAL BUILDING INSPECTIONS GUIDE

MOON TOWNSHIP, PENNSYLVANIA
PERMITS & INSPECTIONS
1000 BEAVER GRADE RD
MOON TOWNSHIP, PA 15108
(412) 262-1700

OFFICE HOURS
Monday, Tuesday and Thursday 8am-4 pm, Wednesday 8am-7pm and Friday 8am-12noon.
Inspections are scheduled in the afternoon except on Fridays inspections are scheduled in the morning.
Typical inspection hours:
Monday, Tuesday and Thursday: 1 pm to 4 pm.
Wednesdays: 3 pm to 5 pm.
Fridays: 9 am to 12 noon.

WHO PERFORMS THE INSPECTIONS
Inspectors from different agencies may inspect your building depending on the type of inspection.

Moon Township Building Inspector (412) 262-1700
Moon Township Electrical Inspector (412) 563-3006 or (412) 269-2836 or (412) 766-2565 or 1-800-922-6062
Allegheny County Plumbing Inspector (412) 278-2518
Moon Township Municipal Authority Sewer and Water Inspector (412) 264-4300

SCHEDULING AN INSPECTION
To request an inspection, it is necessary to talk to the Moon Township receptionist on the phone during normal office hours.
Please do not leave an inspection request on voicemail.
See attached inspection timing checklist for required inspections. It is the responsibility of the permit holder or the permit holder's representative to schedule required inspections with the Township at each specific stage of construction. Work may not be concealed before an approved inspection is obtained. Ladders and other equipment required to complete an inspection must be provided. Inspections will not be performed on official holidays and weekends.
If the inspection is scheduled before 10:30 a.m., it is generally completed the same day and on occasion may possibly be delayed until the next scheduled inspection day. Yellow permit placards must be posted on site and **accessible by the inspector** for reference and to log inspector signatures and date of approved inspections. The yellow permit placard will be picked up at the time of the final building inspection to be maintained on file at the Township with recorded inspections and to obtain occupancy permission.

INFORMATION NECESSARY TO SCHEDULE AN INSPECTION
To request an inspection, it is necessary to talk to the Moon Township receptionist on the phone during normal office hours.
Do not leave an inspection request on voicemail.
Listed below is the minimum information necessary to successfully schedule an inspection. Most of the information below can be found on your building permit.

- Building permit number
- Address of job site
- Owner / Builder
- Contact cell phone number
- Type of inspection requesting
- Date when inspection is preferred

Specific times for inspections cannot be provided

TO SCHEDULE AN INSPECTION CALL (412) 262-1700
See attached inspection timing checklist for required inspections. To request an inspection, it is necessary to talk to the Moon Township receptionist on the phone during normal office hours. Do not leave an inspection request on voicemail.

COMMERCIAL INSPECTION TIMING CHECKLIST

FOOTING INSPECTION. Moon building inspector.
Inspection required before placement of concrete. 36" minimum below final grade elevation. Property lines clearly marked. Concrete grade stakes set. Reinforcement in place. No water. No loose soil in bottom. Re-bar bonding is required. As per design professional plans.
SLAB INSPECTION. Moon building inspector
Vapor barrier, reinforcement,forms,perimeter insulation
CRAWL SPACE FOUNDATION INSPECTION. Moon building inspector.
Before sub-floor but after beams and floor joist have been installed. Foundation vents, access door, anchor bolts, joist span etc. Non-vented crawl space required to be insulated (2" thick) around the perimeter. Foam insulation must be covered with a fire barrier. Access door to crawl space is always required.
PLUMBING GROUND WORK. Allegheny County plumbing inspector.
MECHANICAL GROUND WORK. Moon Township building inspector.
ELECTRICAL GROUND WORK. Moon Township electrical inspector.
Conduit, raceways etc.
FOUNDATION. Moon Township building inspector.
Before any backfill. Damproofing, parging and tar minimum, foundation drains with gravel bedding on bottom and sides with pipe top still visible for inspection. Foundation drains extended and day lighted with gravel bedding and open for inspection. Pipe must be visible with gravel on the sides of the pipe. 4" black corrugated pipe is not permitted. Roof drains 4" schedule #40 ABS or # 35 PVC. Foundation wall reinforcement as per 2009 IBC.
PLUMBING ROUGH-IN, STORM DRAINS, ROOF DRAINS Allegheny County plumbing inspector.
STORMWATER POND, PARKING AREAS ETC Moon Township Engineer
SIDEWALK FORM INSPECTION. Moon Township building inspector.
Before pouring concrete.
ELECTRICAL ROUGH-IN. Moon Township electrical inspector.
Before framing inspection, no insulation.
PLUMBING ROUGH-IN. Allegheny County plumbing inspector.
Before framing inspection, no insulation.
FIRE SPRINKLER SYSTEM, HYDRO TEST, FLOW TEST, UNDERGROUND FLUSH and ACCEPTANCE TESTING Moon Township Building Inspector.
Fire department connections, Fire pump test, sprinkler system underground flush , Smoke control systems(by approved special inspectors), interlocking systems, standpipe systems, fire extinguishing systems, alarms, cooking hood systems, fire department connections, Emergency responder safety features, Emergency responder radio coverage.
FRAMING,, MECHANICAL ROUGH-IN. Moon Township building inspector.
After plumbing and electrical rough-in approved inspection. Before insulation. Windows, doors installed, stairs installed. All mechanical HVAC installed. Provide the interior fuel gas line installation and pressure test form filled out completely and signed. Labels must be on windows indicating U and R values. Provide final special inspection reports for all that is applicable, structural, concrete, steel, etc.
HOOD SYSTEM INSTALLATION, Hood system rough in before ceiling install. All components of the hood system must be visible for inspection.
INSULATION / ENERGY Moon Township building inspector.
Provide a certificate of insulation installed from installer for all insulation components. The certificate must be provided for the inspector. A permanent label energy certificate must be posted on electrical panel. All insulation materials must be visible for inspection.
FIREWALL, DRAFTSTOPS, FIRE BARRIERS, FIRE PARTITIONS, FIRE BLOCKING ETC Moon Township building inspector.
SEWER and WATER SERVICE LINES. Allegheny County plumbing inspector and Moon Township Municipal Authority plumbing inspector.
ELECTRICAL FINAL. Moon Township electrical inspector.
Before final building inspection.
PLUMBING FINAL. Allegheny County plumbing inspector. and Moon Township Municipal Authority
Before final building inspection.

FIRE PROTECTION, SPRINKLERS, FIRE PUMP TEST, HOOD TEST, SPRINKLER TEST. Moon Township Building Inspector.

FINAL BUILDING INSPECTION. ***ACCESSIBILITY INSPECTION*** Moon Township building inspector. After all other inspections. Must have all inspections recorded on permit placard. Final grade of lot must be complete. 4" high minimum numeral street numbers,1/2" stroke numerals must be posted visible from the street. 4" street numbers must be on each side of the mailbox. Energy certificate permanently posted on the electric panel. Energy inspection. An inspection of the building accessible elements and features. Provide all final special inspection reports.

DEMOLITION WORK Moon Township building inspector
Contractor / owner must submit written confirmation that all utilities service lines have been inspected as physically disconnected and done so in accordance with the utility company owning the utility. Contractor must ensure that pedestrian protection measures have been installed prior to commencing demolition. A PA-ONE Call 1-800-242-1776 must be done 10 days before demolition begins.

Revision: 1/12/16