

HATFIELD BOROUGH



Code Enforcement/Building/Zoning
 401 S. Main Street, Hatfield, PA 19440
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 www.HatfieldBorough.com

CONSTRUCTION WORK APPLICATION					
Applicant shall submit two (2) legible copies of all drawings/plans and construction documents. Commercial plans shall be signed/sealed by a design professional. Residential plans may have to be signed and sealed, depending on the complexity of the project.			Date __/__/__		
			Is owner applicant? YES / NO		
PERMIT # _____	TMP # _____	FEE \$ _____	CHECK # _____ DATE _____		
PERMIT TYPE: Building ___ Electrical/Alarm ___ Plumbing ___ HVAC/Mechanical ___ Other _____					
PROPERTY INFORMATION					
Number	Street				
OWNER INFORMATION					
All information must be provided or application will be rejected					
First Name	Last Name	Daytime Phone			
Email Address		Cell Phone			
Number	Street	City/Zip			
CONTRACTOR INFORMATION					
All information must be provided or application will be rejected					
Contractor	License #	Name	Address	Phone/Email	Contract Value
General					
Electrical					
Alarm					
Plumbing					
HVAC/Mech					
Sprinkler					
Roofing					
Other					
COMPLETE FOR NEW CONSTRUCTION					
	Number			Square Feet	
Stories			Basement		
Bedrooms			First Floor		
Full Baths			Second Floor		
Partial Baths			Third Floor		
Garages (Bays)			Attic		
Fireplaces (Custom)			Garage		
Fireplaces (Factory)			Deck/Patio		
Height Above Grade			Porch/Sunroom		

BUILDING PERMIT

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PROPOSED GENERAL CONSTRUCTION WORK			
Description of work			
<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Commercial Fit-out
<input type="checkbox"/> Kitchen/Bath Reno	<input type="checkbox"/> Garage	<input type="checkbox"/> Deck	<input type="checkbox"/> Office Fit-out
<input type="checkbox"/> Finished Attic	<input type="checkbox"/> Roof Over <small>Patio Porch Deck</small>	<input type="checkbox"/> Patio	<input type="checkbox"/> Retail Fit-out
<input type="checkbox"/> Sunroom	<input type="checkbox"/> Sunroom with Heat	<input type="checkbox"/> Enclosed Porch	<input type="checkbox"/> Interior Demo
<input type="checkbox"/> Finished Basement	<input type="checkbox"/> Finished Basement with Bedroom <small>2nd Means of Egress</small>		<input type="checkbox"/> Total Demo
<input type="checkbox"/> Other			
<input type="checkbox"/> Commerical	<input type="checkbox"/> Residential	General Contractor Value	Total Square Feet
ELECTRICAL / ALARM			
<p>All electrical permit applications shall be submitted with two (2) copies of a wiring diagram which has been reviewed and approved by a third-party electrical underwriter licensed in the Commonwealth of Pennsylvania.</p> <p style="text-align: center;"><i>See Electrical Plan Review/Inspection Policy for more information.</i></p> <p style="text-align: center;">Applications submitted without approved wiring diagrams will not be approved.</p>			
Description of work			
Service Amps	# of Curcuits	Spa/Hot Tub	110V Service Outlets
Switches	Smoke Detectors	A/C Unit	
Receptacles	Dishwasher	Heater	220V Service Outlets
Circuit Panel	Washer	Water Heater	
Lights	Dryer	Other	
<p>This is a partial list of third-party electrical underwriters/inspectors. Hatfield Borough neither endorses these agencies nor recommends them. This list is provided as a convenience to the applicant. Applicants may use any electrical underwriter/inspector that is licensed in the Commonwealth of Pennsylvania.</p> <p style="text-align: center;"> Bureau Veritas North America - (877) 392-9445 Middle Department Inspections Agency - (800) 992-6342 Code Inspectiona Inc. - (215) 672-9400 Municipal Inspection Corp - (215) 673-4434 Middle Atlantic Electrical Inspections - (215) 322-2626 United Inspection Agency - (215) 542-9977 </p>			
Total Electrical Contractor Value		Fee	
HVAC / MECHANICAL / SPRINKLER			
Description of work			
Residential System: <input type="checkbox"/> New <input type="checkbox"/> Replace		Commercial System: <input type="checkbox"/> New <input type="checkbox"/> Replace	
<p>Heat load calculations prepared by a qualified HVAC professional are required to be submitted for all HVAC system replacements and for any construction work using existing HVAC systems to heat the increased space.</p> <p style="text-align: center;">These heat load calculations shall be submitted in a format compliant with the ACCA <i>Manual J</i>.</p> <p style="text-align: center;">Applications submitted without load calculations will not be approved.</p>			
Forced Air Furnace	Space Heater	A/C Compressor	Fuel Type
Solid Fuel Applcan.	Unit Heater	Split A/C Unit	
Heat Pump	Boiler	Gas/Oil Conversion	Other Fuel Type
Air Handling Unit	Gravity Furnace	Air Cleaner	
Electric Furnace	Incinerator	Mechanical Other	
Sprinkler New	Sprinkler Alteration	Sprinkler Other	
Total Mechanical Contractor Value		Fee	

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PLUMBING				
Description of work				
Enter the number of fixtures being installed or replaced Provide a riser diagram on the back or separate sheet				
Fixture	Quantities			
	Basement	First Floor	Second Floor	Third and Above
Tubs / Showers				
Shower Stalls				
Lavatories				
Toilets				
Urinals				
Sinks				
Laundry Tubs				
Dishwashers				
Water Heaters				
Water Softners				
Sewage Ejectors				
Back Flow Preventer				
Water Pumps				
Other				
Total Fixtures				
Total Plumbing Contractor Value			Fee	
<p>A site plan showing lot lines, existing and proposed structures with dimensions, easements, and proposed setbacks from lot lines must be submitted. It is recommended that an <i>AS-BUILT</i> site plan be used if possible. If a site plan is not available, please use the next page, or indicate that a separate site plan is attached.</p> <p style="text-align: center;">PERMIT SUBMISSION DOES NOT GRANT APPROVAL TO START WORK</p> <p>I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; I understand that the issuance of the permit creates no legal liability, express or implied, on Hatfield Borough; and certify that all the above information is accurate. Permit expires if work is not started in six (6) months, not completed in twelve (12) months, or if work is discontinued for six (6) months in the judgement of the Borough. The Building Inspector, or the Inspector's authorized agent, is authorized to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the proposed work. Failure to comply with the above will result in a STOP WORK ORDER.</p>				
Owner/Authorized Signature		Owner/Authorized Signature		Date

FOR HATFIELD BOROUGH USE ONLY

Building Permit Fee		Fire Permit Fee	
Electrical Permit Fee		Demolition Permit Fee	
Plumbing Permit Fee		Zoning Permit Fee	
Mechanical Permit Fee		Other Fees	
Roofing Permit Fee		PA State Act 13 Fee	\$4.50
		TOTAL OF ALL FEES	

Zoning Officer

Date

Building Inspector

Date

BUILDING PERMIT

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SITE PLAN

A site plan must be provided for all applications. If you already have a site or plot plan, you may submit that plan instead of using the site plan below as long as all required information is included. Please be sure to include the following information on the plan.

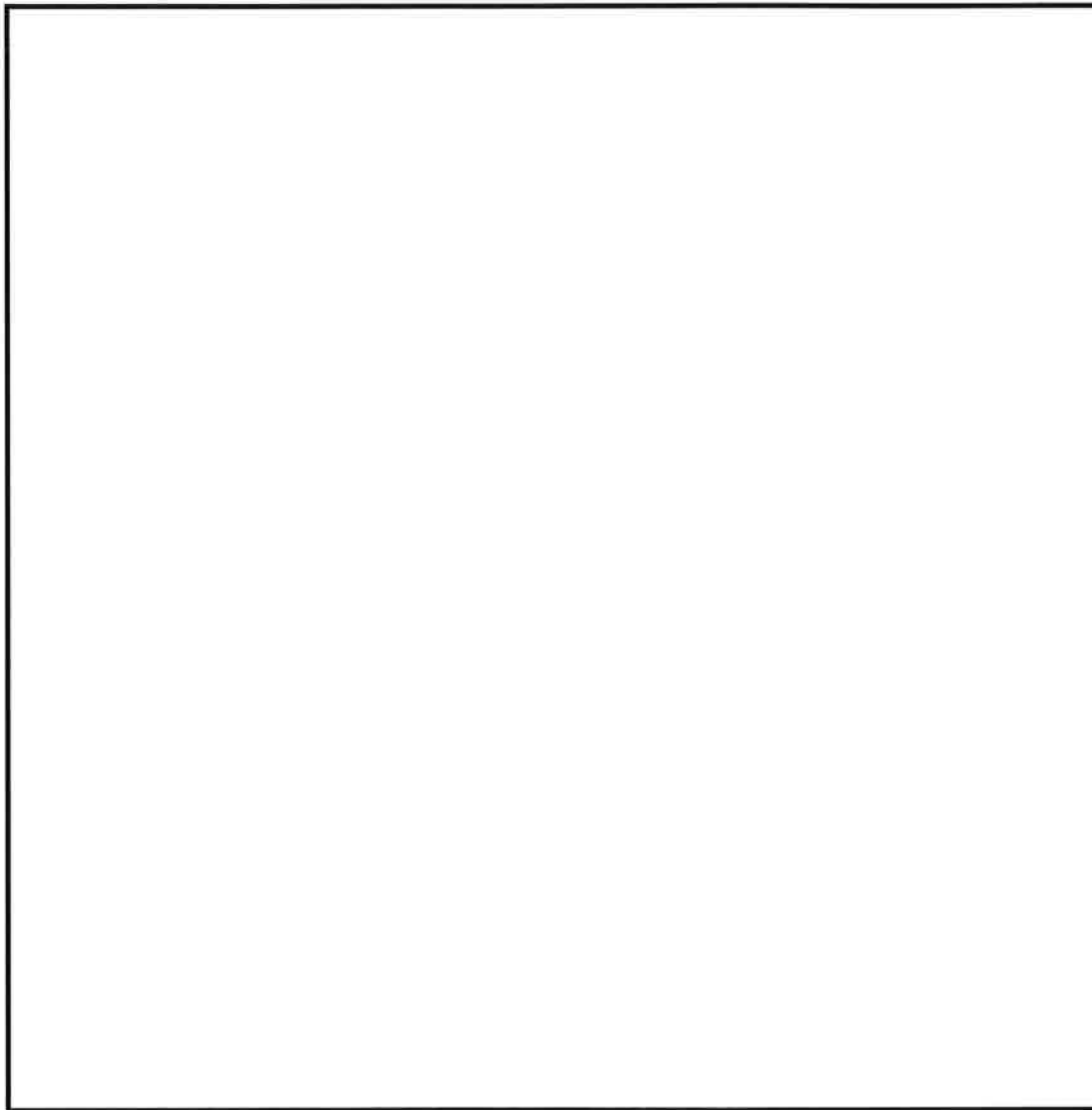
Property dimensions

All existing buildings, decks/patios, sheds, pools, fences and driveways with dimensions

All proposed construction with dimensions

Distances from all property lines to proposed construction

Distances between existing buildings and proposed construction



Site Plan or Plot Plan used in place of this page

Additional pages included with Application