



UCC CONSTRUCTION PERMIT APPLICATION INSTRUCTIONS

Dear UCC Construction Permit Applicant(s),

I have enclosed the following applications to obtain a UCC Construction Permit.

☐ **BUILDING/FIRE CODE APPLICATION**

☐ **MECHANICAL/PLUMBING/ELECTRICAL APPLICATION**

☐ Building ☐ Fire

☐ Mechanical ☐ Plumbing ☐ Electrical

Rush Township has opted to allow applicants for UCC permits to choose who will perform the plan review and inspections for the project. Please indicate or circle your choice for the UCC plan review / inspection below and include this sheet with your application.

☐ Comprehensive Inspection Agency LLC

☐ ARRO Consulting, Inc.

ALL APPLICATIONS AND INFORMATION MUST BE FORWARDED TO ARRO CONSULTING, INC. AT ADDRESS LISTED BELOW. (REGARDLESS OF THE CHOICE OF PLAN REVIEWER AND INSPECTOR ABOVE)

Please **complete** the upper portion (general information) of the enclosed applications and the specific discipline technical information on the form as indicated above.

- **Two (2) sets of plans** are required to be submitted with the completed application and supplement information.
 - **RESIDENTIAL** – Homeowners are permitted to draw their own plans. All plans must be legible.
 - **COMMERICAL** – Plans must be sealed and signed by a design professional.
**Additional plans may be requested based on scope of project.

Plan requirements must confirm to UCC codes. Site plans (if applicable) must show building footprint and distances from lot lines, street rights-of-way and finished grades. Must submit manufacture specifications of all appliances.

The fees associated with the application are listed on the attached Fee Schedule. Please review the paragraph regarding municipal and state administrative fees. **We will contact you with the amount of the fees due upon receipt of the plans and applications.** No permits will be issued prior to receipt of all fees. If the work performed varies from the applications and/or plans or construction is started prior to issuance of permits, additional fees may be required, no Occupancy Permit will be issued until all fees have been paid in full. All fees are non-refundable.

The issuances of UCC Construction Permits do not individually authorize the start of construction until all other required permits are approved and obtained.

PLEASE NOTE THE FOLLOWING:

1. Non-residential construction may require Land Development Plan approval prior to approval of UCC Permit.
2. Obtain E&S Approval, when required from the Schuylkill Conservation District (570-622-3742).

When is an Erosion and Sediment Control (E&SC) Plan needed?

ARRO Consulting, Inc.
1239 Centre Turnpike, Orwigsburg, PA 17961
Phone 570.366.9534 Fax 570.366.9537
shannon.darker@arroconsulting.com

- As per the Chapter 102 Erosion and Sedimentation Control Regulations, development of an erosion and sediment control plan is required for all earth disturbances of 5,000 square feet or greater, earth disturbances in High Quality or Exceptional Value watersheds, or if other DEP permits require it. This would also include timber harvesting activities, which must submit a timber harvest E&SC plan.
 - Projects having less than 5,000 square feet of earth disturbance are still required to develop, implement, and maintain erosion and sediment control best management practices (BMPs). They are only exempt from having a written plan. Additionally, persons proposing timber harvesting activities or road maintenance that disturb twenty-five (25) or more acres must apply for an Erosion and Sediment Control Permit.
 - Projects that disturb 1 acre or more require a National Pollutant Discharge Elimination System (NPDES) permit for Stormwater Discharges Associated with Construction Activities. As part of this permit, an approved E&SC plan is required.
3. Obtain a Public Sewage Permit or-On-lot Sewage Disposal Permit.
 4. Obtain a Driveway Permit from Township/Borough and/or PennDOT.
 5. Obtain an approved Zoning Permit from Township/Borough/County.
 6. The Zoning and/or Building Permit shall expire within six months if the permitted work has not begun or after two (2) years if the work has not been completed.
 7. Additional permit requests may be required as part of the proposed construction activities and issuance of other permits required by the township/borough.
 8. The Building Officer will make compliance inspections during the construction process to determine compliance with all permits and ordinances. **Right of entry for inspection of the improvements is a condition attached to all permits issued.**
 9. If compliance is confirmed by inspection, a Use and Occupancy Certificate shall be issued. It is unlawful to use and/or occupy any structure, building, and/or land or portion thereof without this certificate.
 10. Failure to present true and correct information on any and all applications may result in the revocation of all permits.
 11. Incomplete or missing application information and/or incomplete plan submittals will delay permit processing.
 12. Once the permit is approved, the approved information will be **forwarded via email** unless specified otherwise. The issued permit must be posted in a conspicuous place on the premises.

ALL APPLICATIONS AND FEES CAN BE FORWARDED TO:

**ARRO Consulting, Inc.
1239 Centre Turnpike
Orwigsburg, PA 17961**

If you have any questions regarding the UCC Construction Applications, please do not hesitate to contact us at **570.366.9534 or shannon.darker@arroconsulting.com**

ARRO Consulting, Inc.
1239 Centre Turnpike, Orwigsburg, PA 17961
Phone 570.366.9534 Fax 570.366.9537
shannon.darker@arroconsulting.com

PERMIT APPLICATION

Non UCC _____

Page ____ of ____

Building Permit _____ Fire Protection Permit _____

Municipality _____ County _____

Construction Site Location (Full Address) _____

Tax Map Parcel ID# _____

Owner _____

Application Contact _____

Company Name _____

Application Company _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone # _____ Cell # _____

Phone # _____ Cell # _____

Email _____

Email _____

Describe Proposed Work in Detail: _____

BUILDING PERMIT

Contractor _____
(If owner put same as above)

Address _____

City _____ State _____ Zip _____

Phone # _____ Cell _____

Email _____

HIC # _____

Federal Employee# _____

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification:

New Residential _____ Other Residential _____

New Commercial _____ Other _____

Commercial _____

Of Stories _____ Height of Structure _____

Total SQ FT _____

Use Group _____ Type Const. _____

Description of Work: _____

Other: _____

Estimate Total Costs For All Work: _____

(Reasonable Fair Market Value)

FIRE PROTECTION PERMIT

Contractor _____
(If owner put same as above)

Address _____

City _____ State _____ Zip _____

Phone # _____ Cell _____

Email _____

HIC # _____

Federal Employee# _____

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification:

New Residential _____ Other Residential _____

New Commercial _____ Other _____

Commercial _____

Sprinkler System: _____

Alarm System: _____

Commercial Cooking Equip.: _____

Other: _____

Estimate Total Costs For All Work: _____

(Reasonable Fair Market Value)

I hereby acknowledge that I have read this application and state the above is correct to comply with all Municipal ordinances and state laws regarding construction.

Print Name: _____ Signature: _____
Owner () Application Contact () Contractor () Owner Representative ()

CODE OFFICIAL USE ONLY

UCC Building Fee: _____

Plan Review Fee: _____

Admin Fee: _____

State Fee: _____

Total Cost: _____

FP Fee: _____

Total UCC: _____

☐ Plans Approved

☐ Plans Approved with Comments

Code Official: _____

State Cert. #: _____

Date: _____

PERMIT APPLICATION

Non UCC _____

Page ____ of ____

Mechanical Permit _____ Plumbing Permit _____ Electrical Permit _____

Municipality _____ County _____

Construction Site Location (Full Address) _____

Tax Map Parcel ID# _____

Owner _____

Application Contact _____

Company Name _____

Application Company _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone # _____ Cell # _____

Phone # _____ Cell # _____

Email _____

Email _____

Describe Proposed Work in Detail: _____

MECHANICAL / PLUMBING PERMIT

Contractor _____

Water: Public _____ On-lot _____

(If owner put same as above)

Sewer: Public _____ On-lot _____

Address _____

Technical Site Data

City _____ State _____ Zip _____

No.	Size	Fixture/Equip.	No.	Size	Fixture/Equip.
_____	_____	Water Closet	_____	_____	Boiler Furnace
_____	_____	Urinal/Bidet	_____	_____	Sewer at/Conn
_____	_____	Bathtub	_____	_____	Backflow Prev.
_____	_____	Lavatory	_____	_____	HVAC
_____	_____	Shower	_____	_____	Kitchen Hood &
_____	_____	Sink	_____	_____	Exhaust System
_____	_____	Dishwasher	_____	_____	Refrig. Units
_____	_____	Washing Mach.	_____	_____	Heat Pumps
_____	_____	Hose Bib	_____	_____	Fire Dampers
_____	_____	Water Heater	_____	_____	WaterConnect.

Phone # _____ Cell # _____

Email _____

HIC # _____

Federal Employee# _____

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification _____

New Residential _____ Other Residential _____

New Commercial _____ Other Commercial _____

Estimate Total Costs For All Work: _____

Others: _____

(Reasonable Fair Market Value)

ELECTRICAL PERMIT

Contractor _____

Technical Site Data

(If owner put same as above)

Address _____

City _____ State _____ Zip _____

Phone # _____ Cell# _____

Email _____

HIC # _____

Federal Employee# _____

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification _____

New Residential _____ Other Residential _____

New Commercial _____ Other Commercial _____

Estimate Total Costs For All Work: _____

Others: _____

(Reasonable Fair Market Value)

I hereby acknowledge that I have read this application and state the above is correct to comply with all Municipal ordinances and state laws regarding construction.

Print Name: _____ Signature: _____

Owner () Application Contact () Contractor () Owner Representative ()

CODE OFFICIAL USE ONLY

	Mechanical	Plumbing	Electrical
UCC Fee:	_____	_____	_____
Plan Review Fee:	_____	_____	_____
Admin Fee:	_____	_____	_____
State Fee:	_____	_____	_____
Total Cost:	_____	_____	_____
Non-UCC Fee:	_____	_____	_____

☐ Plans Approved
☐ Plans Approved with Comments

Code Official: _____

State Cert. #: _____

Date: _____

PENNSYLVANIA WORKERS COMPENSATION INSURANCE COVERAGE 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) _____

Title _____

Name of Company _____

Address _____

Phone _____

RESOLUTION NO. 2024-6
RUSH TOWNSHIP - UCC PERMIT SCHEDULE

The following permit fee schedule establishes the base permit fees for all types of construction permits. A 30% municipal administration fee must be added to all base fees listed below. A \$4.50 State administration fee must also be added to each construction permit.

RESIDENTIAL FEES

BUILDING / MISCELLANEOUS	
Plan Review	\$ 0
New Construction and Additions / Manufactured and Industrialized Dwellings*	\$100 plus \$0.18 per square foot (sq. ft.) of Gross Floor Area (GFA) ¹ (\$100 minimum / \$250 minimum*)
Alteration, Renovations & Repairs (if applicable)	1.2% of construction cost (\$100 minimum)
Chimney Addition	\$90
Miscellaneous Use of Groups – shed, fence, retaining wall, tank & tower, solar structure, and windmill	1.2% of construction cost (\$100 minimum)
Demolition	\$100
In Ground Pool	\$400
Above Ground Pool	\$200
Spa, Hot Tub & Storable Pool	\$200

MECHANICAL & PLUMBING	
<u>PLUMBING FIXTURES</u> : sink, lavatory, water closet, hose bib, hydrant, dishwasher, water heater, washing machine, bathtub, sewer/sump pump, etc.	\$11 per fixture (\$100 minimum)
<u>MECHANICAL APPLIANCES</u> : Boiler/Furnace, HVAC unit, Heat Pump, Air Handler, Chimney/Vent, Fireplace, etc.	\$60 (\$100 minimum)
<u>UTILITY SERVICE CONNECTION</u> – Sewer / Water / Gas	\$75 per connection

Note 1: Gross Floor Area (GFA) includes square footage of the following: a) area within exterior walls including basements, garages and attics, b) patio/porch with roof, c) decks, d) covered walkways and e) parking areas, sidewalks and concrete pads.

RESIDENTIAL FEES- continued

ELECTRICAL	
New Construction & Addition (200 AMP max)	\$200 for Service, Rough and/or Final
Mobile (Manufactured) & Modular (Industrialized) Homes / Pole Building / Detached Garage	\$200 for Service, Rough and/or Final
Service Upgrade: UCC/Non-UCC (200 AMP maximum)	\$80
Service Upgrade: UCC/Non-UCC (>200 AMP)	\$25 per 100 Amps (\$100 minimum)
Rough Wiring	\$0.60 per device (\$100 minimum)
Finished Wiring	\$0.60 per device (\$100 minimum)
<u>Miscellaneous Equipment</u> : motor, transformer, capacitor, sub panel, unit/wall/baseboard heater, battery, etc.	\$1.50 per HP, KV, KVA, KW (\$25 minimum per unit)
Solar Panels	\$15 per panel (\$300 minimum)
Alarm System (Fire / Burglar / Security)	\$110 plus \$1.50 per device
Residential Sprinklers	\$110 plus \$1.50 per head
Generator / Transfer Switch	\$5 per KW, KV, KA (\$100 minimum)
EV Charger	\$200

RESIDENTIAL FEES- continued

GENERAL / MISCELLANEOUS	
Certificate of Occupancy (CO) Reissue Fee	\$100 per request
Consultation Rate	\$75 per hour
Child Care Center – Fire & Panic Inspection	\$100
<u>NOTE:</u> 1) Fees for pre-permit plan reviews and site visits may be charged at hourly rate of \$75/hour. 2) Fees for inspection and plan review work conducted on Saturday and/or Sunday may be charged at twice (2x) the Standard Inspection Fees listed above for all Residential services.	

COMMERCIAL FEES

BUILDING	
New Construction (all buildings) and Additions	\$100 plus \$0.30 per square foot (sq. ft.) of Gross Floor Area (GFA) ² (\$250 minimum)
Alteration, Renovations, Fit-outs and Repairs	2.0% of overall project cost (\$200 minimum)
<u>Miscellaneous</u> – shed, deck, tower, fence, retaining wall, tank, silo, concrete slab, solar structure and windmill.	1.2% of overall project cost (\$200 minimum)
Sign	\$50 plus \$2.50 per sq. ft. (per side) (\$200 minimum)
Demolition	\$100 plus \$0.011 per sq. ft. (\$200 minimum)

Note 2: Gross Floor Area (GFA) includes square footage of the following: a) area within exterior walls including basements, garages and attics, b) patio/porch with roof, c) decks, d) covered walkways and e) parking areas, sidewalks and concrete pads.

MECHANICAL & PLUMBING	
<u>PLUMBING FIXTURES:</u> sink, lavatory, water closet, hose bib, hydrant, dishwasher, water heater, washing machine, bathtub, floor drain, drinking fountain, etc.	\$11 per fixture ³ (\$150 minimum)
Commercial Cooking Hoods	\$200
<u>MECHANICAL APPLIANCES:</u> Fuel Burning device, Boiler, Furnace, HVAC unit, Heat Pump, Air Handler, Refrigeration system/unit, Fireplace, etc.	\$90 per unit (\$150 minimum)
Chimney/Vent / Duct Work / Gas Piping	\$150
Grease Traps/Interceptor / Sewer/Sump Pump / Back Flow Preventer (3" or larger)	\$100
<u>UTILITY SERVICE CONNECTION</u> – Sewer / Water / Gas	\$100 per connection

Note 3: Fee for projects with 200 plumbing fixtures or more can be calculated as 2% of project cost.

COMMERCIAL FEES- continued

ELECTRICAL	
High Voltage / Private Elec. Service	1.1% of Project Cost
Service / Feeders / ATS: 200 AMP (maximum)	\$100
Services / Feeders / ATS: >200 AMP	\$35 per 100 AMP (\$150 minimum)
Rough Wiring	\$0.75 per device ⁴ (\$125 minimum)
Finished Wiring	\$0.75 per device ⁴ (\$125 minimum)
<u>Miscellaneous Equipment</u> : motor, transformer, capacitor, sub panel, fused disconnect, unit/wall/baseboard heater, battery, UPS, etc.	\$1.75 per HP, KV, KVA, etc. (\$25 minimum per unit)
Wireless Signaling, Communication, WIFI and Alarm Systems	\$150 plus \$1.65 per device
Solar Panel	\$20 per panel (\$600 minimum)
Generator / Transfer Switch	\$7.50 per KW, KV, KA (\$200 minimum per unit)
EV Charger	\$300

Note 4: Fee for projects with 1500 electrical devices or more can be calculated as 2% of project cost.

FIRE	
Signaling Communication and Alarm System	\$150 plus \$2.00 per device
Sprinkler System	\$150 plus \$2.00 per device
Fire Pump	\$300
Standpipe / Riser / Sprinkler Main Systems	\$150 per \$100,000

COMMERCIAL FEES- continued

BUILDING PLAN REVIEW	
Total Project Cost: \$0.01 to \$3 million	0.0013 times the Total Project Cost (\$300 minimum)
Total Project Cost: >\$3 million to \$5 million	\$3,900 plus 0.00055 times the \$ amount over \$3 million
Total Project Cost: >\$5 million	\$5,000 plus 0.0005 times the \$ amount over \$5 million
ELECTRICAL, MECHANICAL, PLUMBING and FIRE Plan Reviews	25% of Building Plan Review Fee for each category (\$100 minimum)

GENERAL / MISCELLANEOUS	
Certificate of Occupancy (CO) Reissue Fee	\$150 per request
Consultation Rate	\$110 per hour
Child Care Center – Fire & Panic Inspection	\$165

NOTE:

- 1) Fees for pre-permit plan reviews and site visits may be charged at hourly rate of \$110/hour.
- 2) Fees for inspection and plan review work conducted on Saturday and/or Sunday may be charged at twice (2x) the Standard Inspection Fees listed above for all Commercial services.

Commencing Activities Prior to the Issuance of Permits or Submittal Plans

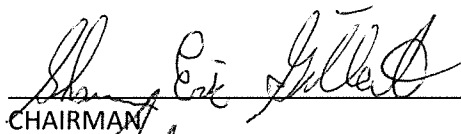
Activities commenced prior to the issuance of submittal of plans required by Rush Township pursuant to The Pennsylvania Uniform Construction Code shall be subject to a sixty percent (60%) administration fee.

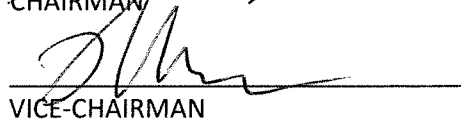
Construction Not Covered Above

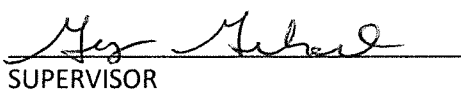
Any construction, not specifically cited above, requiring a permit and inspection, shall be associated with the closet specific construction type indicated.

Adopted as **Resolution 2024-06** at the Re-Organization of the Board of Supervisors of Rush Township this **2nd** day of **January 2024**.

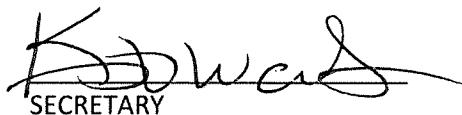
RUSH TOWNSHIP BOARD OF SUPERVISORS


CHAIRMAN


VICE-CHAIRMAN


SUPERVISOR

ATTEST:


SECRETARY