

# **The Municipality of Bethel Park**

## **Permit Procedure for New Single Family Residential Dwelling Projects**

**I.** The following information, where applicable, is required to be submitted when applying for a Building Permit for a New Home:

- ☐ The permit application filled out in its entirety
- ☐ Certificate of Insurance, Workers Comp. or Affidavit of exemption
- ☐ A certified copy of the property survey
- ☐ **Construction Drawings** (clear, understandable, easy to read) to include:
  - Footing Details (size, shape, depth, etc.)
  - Foundation Details
  - Framing Details (beams, walls, joists, roof)
  - Details on Insulations and / or REScheck
  - Mechanical Specifications
    - Size & Efficiency of Mechanical Units
    - Location of Furnace & A/C Units
    - Size & Location of Venting
    - U-Factor on all Glazing
  - Radon Control
  - All Necessary Dimensions
  - Plan View, Cross Section, Elevations, Mechanical Plan, Etc.
- ☐ Engineer approved drawings and / or specifications on any steel/engineered beams, girders, trusses, retaining walls higher than 48” or any alternate methods of construction.
- ☐ Approved storm water management plan

**Ia.** A permit cannot be issued without 1<sup>st</sup> receiving storm water management approval

**II.** The permit holder is required to schedule the following inspections, where applicable:

- ☐ FOOTINGS –Prior to Concrete
- ☐ FOUNDATION WALLS -Prior to Framing & Backfill
- ☐ FRENCH DRAIN / RAIN CONDUCTOR -Prior to Backfill
- ☐ SEWER TAP -Prior to Backfill
- ☐ FRAMING & MECHANICAL –Prior to Insulation & Drywall
- ☐ INSULATION -Prior to Drywall Hanging
- ☐ DRYWALL -Prior to Tape & Finish
- ☐ FINAL -Upon Completion of all Permitted Construction & Final Plumbing & Electrical

**Iia.** All inspection requests shall be made 24 hrs. prior to the required inspection by calling the Department of Building Inspections between the hours of 8:00am – 4:30pm.

**III.** Costs - The cost for a building permit is based on the total estimated property value after completion and is as follows:

- \$50.00 for the first \$1000.00 and \$10.00/ each additional \$1000.00
- Certificate of Occupancy \$50.00
- Sewer Tap- In Fee \$2,500.00
- Site Bond- \$1000 (Refundable upon completion)

**IV.** All construction, grading and storm water management shall comply with Bethel Park Municipal Ordinance 7-12-93A as-well-as all other applicable codes, laws and regulations