

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 1st 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