

# Application for: **COMMERCIAL PLAN REVIEW**

<b>MT. PLEASANT</b> Permit # _____
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**1** THE PROCEDURE:

1. Complete this application package & submit with the initial review fee (see below)  
to: Zoning Officer, Mount Pleasant Twp., 31 McCarrell Road, Hickory PA 15340.
2. The township engineer will review plans for UCC compliance & stamp approved set.
3. Zoning Officer will notify you when the plan review has been completed and advise you of the cost of the building permit and inspection costs.
4. The Municipality will issue your building permit after payment of the building permit fee

**2** I HAVE INCLUDED THE FOLLOWING:

Yes

Complete APPLICATION FOR PLAN REVIEW

Complete PLAN REVIEW SUBMITTAL CHECKLIST

Complete CONSTRUCTION PLANS (3 copies)

Enclosed INITIAL REVIEW FEE of \$300.00\* check to HMT & Associates, Inc.  
(\*Plan review will be billed at \$60.00/hr and any additional review costs beyond the initial fee will be collected prior to release of approved plans)

**3**

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Applicant's Signature

# APPLICATION FOR PLAN REVIEW

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DATE: \_\_\_\_\_

## APPLICANT INFORMATION (FINANCIALLY RESPONSIBLE PARTY):

APPLICANT NAME: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

OWNER NAME: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

ADDRESS (NO PO BOX): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

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## PROPERTY INFORMATION:

LOCATION OF PROPERTY: \_\_\_\_\_

PARCEL I.D. NUMBER: \_\_\_\_\_

ZONING DISTRICT OF PROPERTY: \_\_\_\_\_

SETBACKS: From Right Property Line: \_\_\_\_\_ Ft.      From Left Property Line: \_\_\_\_\_ Ft.

From Front Property Line: \_\_\_\_\_ Ft.      From Back Property Line: \_\_\_\_\_ Ft.

LOT SIZE: \_\_\_\_\_

WATER SUPPLY: \_\_\_\_\_ PUBLIC      \_\_\_\_\_ PRIVATE

SEWAGE DISPOSAL: \_\_\_\_\_ PUBLIC      \_\_\_\_\_ PRIVATE

SUBDIVISION: \_\_\_\_\_

PROPOSED USE OF BLDG/STRUCTURE: \_\_\_\_\_

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DESCRIPTION OF CONSTRUCTION: \_\_\_\_\_

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## ARCHITECT/ENGINEER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_

## BUILDER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_

# APPLICATION FOR PLAN REVIEW (cont'd)

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## WORKER'S COMPENSATION INFORMATION:

INSURER: \_\_\_\_\_

NAME OF POLICY HOLDER: \_\_\_\_\_

POLICY NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

CONTRACTOR'S FEDERAL OR STATE EMP. ID#: \_\_\_\_\_

## PERMIT AGREEMENT

THE MUNICIPALITY: \_\_\_\_\_ Mount Pleasant Township

THE APPLICANT: \_\_\_\_\_  
(please print)

In consideration of the issuance of a building permit to the undersigned Applicant acknowledges that, in reviewing plans and specifications, in issuing permits, and in inspecting work of the Applicant, employees of The Municipality are only performing their duties to require compliance with the minimum requirements of the applicable Ordinances of The Municipality pursuant to the policy power of The Municipality and are not warranting to the Applicant or to any third party the quality or adequacy of the design, engineering or work of the Applicant. Applicant further acknowledges that it will not be possible for The Municipality to review every aspect of Applicant's design and engineering or to inspect every aspect of Applicant's work. Accordingly, neither the Municipality nor any of its elected or appointed officials 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 Municipality's review or inspection.

Furthermore, the Applicant agrees to defend, hold harmless and indemnify The Municipality, its elected and appointed officials and employees from and against any and all claims demands, actions and causes of action of any one or more third parties arising out of or relating to the Municipality's review or inspection of the Applicant's design, engineering 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 employees, agents, independent contractors, subcontractors or any other persons or entities performing work pursuant to the issuance of the building or grading permit by The Municipality. Applicant/Owner is responsible for obtaining required highway occupancy permits from the PA Dept. of Transportation. I hereby agree that all applicable provisions of the Township Codes, the Energy Conservation Act 222 of 1990 and the 2004 Uniform Construction Code shall be complied with, as well as the requirements of the Municipal Sewer and Water Authority whether specified or not.

I am fully aware of the US Department of Labor, Occupation Safety and Health Administration (OSHA) standards and understand that I must comply with these standards for the duration of my construction project.

I certify that the information provided in this application package is true and correct.

APPLICANT'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

JOB LOCATION: \_\_\_\_\_

# PLAN REVIEW SUBMITTAL CHECKLIST

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## TITLE SHEET

YES NO

Name and address of owner. Name and address of person preparing plans  
Index of sheets  
Exact location/address of the proposed building site  
Building construction type and occupancy classification  
Building code used

## SITE PLAN

YES NO

Plans fully dimensioned showing exact location of proposed building in relation to property lines, existing buildings, streets, parking areas, signs, utilities, etc.  
Note the use of all existing and proposed buildings or structures  
Location of permanent access to the street, giving length and width of access and half width of street  
Grades and elevation of the site and the building.  
Indicate the location of fire hydrants, sewer lines, and water lines  
Provide handicap parking, curb ramps, and site accessibility.  
North direction arrow

## FOUNDATION/FOOTINGS PLAN

YES NO

Dimensioned floor plan of foundations and pad footings  
Complete Dimensions and depth below finished grade of all wall and post footing and foundations  
Location and thickness of floor slabs  
Note anchor bolt locations, size, and spacing  
Location and size of uplift or overturning tie down anchors  
Location and details of post connections  
Sections through footings  
Specify allowable soil bearing pressure  
Special foundation preparations required by the soils report

## ELEVATION VIEWS

YES NO

Elevation Views of each side of the structure  
Indicate type of exterior finish and roof covering  
Height dimensions

## FLOOR PLANS

YES NO

Exact Dimensions of the structure  
Room Sizes

## FLOOR PLANS (cont'd)

YES NO

Identification of the proposed use of all rooms  
Location and size of all doors, windows, and openings, including glazing requirements.  
Indicate the rating of all fire doors  
Location of all appliances (Furnace, Water Heater, Air Conditioner)  
Types of interior ceiling, wall and floor finishes  
Show change in floor levels  
Occupant Loads  
Fire ratings for fire barriers and walls

## FRAMING PLANS

YES NO

Structural Calculations  
Design Loads  
Material Specifications  
Floor Plan including size, location, direction and spacing of girders and joists. Location of crawl holes, screened vents, underfloor furnace  
Ceiling joist framing plan  
Roof framing plan  
Shear wall locations  
Typical reinforcement details for masonry construction. Wall reinforcement, horizontal and vertical; reinforcement around openings, at corners, at intersecting walls, at lintel beams and at piers  
Indicate size and location of attic access.

## ROOF PLANS

YES NO

Show all roof mounted heating and cooling units  
Note direction and pitch of all roof slopes  
Describe all roof coverings  
Prefabricated truss detail and calculations  
Connection details for top and bottom of partition walls  
Framing details at wall openings  
Typical framing at sidewalls and end walls

## DETAILS AND SECTIONS

YES NO

Sufficient detailed and dimensioned sections through portions of the building to adequately clarify the framing details  
Connection details at bearing of individual members  
Wall heights, ceiling heights, heights of openings  
Stair, Handrail and guardrail framing details, including rise, run, and width of stairs, rail heights, and intermediate rail spacing for handrails and guardrails.  
Door and window schedule; size and type of glazing  
Finish schedule noting all wall, ceiling and floor finishes  
Details of special or unusual construction or materials

ELECTRIC PLANS

YES NO

- Type of voltage
- Location of all main and sub-panels indicating size and type
- Panel schedule noting circuit identification, overcurrent protection size, including main disconnect
- Load calculation showing total demand load
- Type size and materials of all conductors and conduits
- Location of all electrical outlets, including lights, receptacles and junction boxes
- Method and location of grounding and bonding
- Location and rating of all electrical appliances
- Circuit schedule
- Identify disconnecting means

PLUMBING PLANS

YES NO

- A single-line drawing of the drain, waste and vent system, providing sizes, dimensions, type and identification of materials.
- Indicate location of all cleanouts
- Termination of vents
- A single-line drawing of the water supply system showing sizes, lengths of runs, type of materials and valves
- Location of pressure relief valve at water heater, and termination, size and materials or relief tube
- Indicate type of fixtures, including allowable water consumption and handicap accessibility
- Grades and elevations of sewer lines. Indicate connection of building drain to public or private sewer system. Indicate location of all cleanouts or manholes
- Private septic systems shall be shown noting size of fuel to be used, giving type of materials, size, valves, meter location, regulators and change in pipe sizes.
- Single-line drawing of gas lines and type of fuel to be used, giving type of materials, size, valves, meter location, regulators and change in pipe sizes.
- Location, type, size and rating (in BTU & CFM) of all appliances

MECHANICAL PLANS

YES NO

- Type of fuel serving mechanical units (wood stoves, furnaces, kilns, boilers, etc.)
- Location, type, size and rating (in BTU & CFM) of all HVAC, appliances, etc.
- Type of exhaust vent indicating location and termination
- How combustion and dilution air is provided
- Fire dampers and assemblies
- Fire separation between a furnace and/or boiler room and the rest of the structure
- When mechanical ventilation is used, provide details to ensure minimum required air changes
- When mechanical ventilation is used, provide details to ensure minimum required air changes

ENERGY EFFICIENCY COMPLIANCE

YES NO

Submit calculations for energy conservation per Int'l Energy Conservation Code

ADDITIONAL NOTES:

1. All drawings need to be sealed by Pennsylvania State registered design professional.
2. Allow a minimum of 3 weeks for review of your drawings. Review time depends on the complexity of the project and the current work load of the township engineer. Every effort is made to complete the review process in a timely manner.
3. Please return this form and 3 copies of all drawings to:

**Zoning Officer  
Mount Pleasant Township  
31 McCarrell Road  
Hickory, PA 15340  
724-356-7928**

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**HMT & ASSOCIATES, INC. CONTACT INFO:**

HMT & ASSOCIATES, INC.  
130 CECIL STREET  
CANONSBURG, PA 15317

TEL: 724-916-2245  
FAX: 724-916-0075