

COVID-19

Building Permit & Building Inspection Instructions

Due to the COVID-19 situation, the following regulations will be in place effective May 1, 2020, until further notice.

Building / Zoning Permits

- All complete Building / Zoning permit packages shall be submitted in hardcopy AND via email to permits@westgoshen.org.
- Applicant will deliver complete Building / Zoning permit packages, using the Township Building payments drop box or by US Mail until further notice.
- A valid applicant's email address is required.
- Upon approval of Building / Zoning permit, applicant will be contacted via email with the permit amount due.
- Applicant will deliver permit payment, using the Township Building payments drop box or by US Mail, until further notice.
- Once payment is received, applicant will receive an email of the approved permit and permit display form for the job site.

Building Inspections

Inside Inspections Requirements

- Minimum forty-eight (48)-hours for all inspections.
- Only one (1) person is allowed to accompany our Inspectors, whether it is the General Contractor, Prime Contractor, etc.
- Masks or face coverings shall be worn at all times by those persons accompanying Inspectors and maintain 6' social distancing at all times. No masks, no inspections.
- If masks are not present, the inspection doesn't occur and there will be a \$75 failed inspection fee, payable prior to new inspections.
- Inspections will occur between 7:00 AM and 3:00 PM, Monday through Friday. No weekend inspections are permitted.
- All PA and CDC Guidelines must be complied with.

Outside Inspections

- Minimum forty-eight (48)-hours for all inspections.
- Masks or face covering shall be worn at all times by those persons accompanying Inspectors and maintain 6' social distancing at all times. No masks, no inspections.
- If masks are not present, the inspection doesn't occur and there will be a \$75 failed inspection fee, payable prior to new inspections.
- Inspections will occur between 7:00 AM and 3:00 PM, Monday through Friday. No weekend inspections are permitted.
- All PA and CDC Guidelines must be complied with.

GUIDANCE FOR BUSINESSES IN THE CONSTRUCTION INDUSTRY PERMITTED TO OPERATE DURING THE COVID-19 DISASTER EMERGENCY

INTENT

The virus that causes Coronavirus 2019 Disease (“COVID-19”) is easily transmitted, especially in group settings, and it is essential that the spread of the virus be slowed to safeguard public health and safety. Previously, the Governor and Secretary of Health ordered most construction projects to cease unless they were supporting life-sustaining businesses or activities. Recognizing that the construction industry is vital to Pennsylvania’s economy, construction activities may resume in accordance with this guidance.

Businesses in the Commonwealth that have been permitted to maintain in-person operations during the disaster emergency, other than health care providers, must take several precautions to protect their employees, their employees’ families, and members of their communities. Businesses that are permitted to maintain in-person operations are those authorized under the [Governor’s and Secretary’s Non-Life Sustaining Business Closure Orders](#), an exemption from those orders, or subsequent applicable order from the Governor and Secretary. All businesses (especially those that were originally closed and later permitted to re-open a portion of their operations) must review these guidelines and commit to ensuring the health and safety of their employees and the public, including construction businesses currently conducting in-person operations and those now able to resume activities.

BUSINESSES SUBJECT TO THIS GUIDANCE

Beginning May 1, 2020, all businesses in the construction industry in the Commonwealth, including those in new construction, renovation, and repair, as well as land subdivision and design-related field activities, are [permitted to maintain in-person operations](#) pursuant to the Governor’s and Secretary of Health’s April 20, 2020 amendments to the Business Closure Orders so long as their activities strictly adhere to this guidance. Construction projects previously granted an exemption to continue in-person operations may continue operations but must adhere to this guidance.

Prior to May 1, all businesses in the construction industry should continue to follow existing Administration orders and guidance, and may continue to maintain in-person operations to the extent authorized by any existing exemptions.

POLICY

It is the policy of the Administration to ensure that all businesses in the construction industry subject to this guidance conduct operations in the manner best designed to prevent or mitigate the spread of COVID-19 and ensure the safety of the employers, employees and the public as a whole.

All construction businesses authorized to conduct in-person operations in the Commonwealth must adhere to requirements of this guidance, as well as all applicable business and building safety orders issued by the Secretary of Health.

Local political units may elect to impose more stringent requirements than those contained in this guidance. In such instances, businesses must adhere to the more stringent requirements.

ALL CONSTRUCTION ACTIVITIES

All businesses and employees in the construction industry must do the following:

- Follow all applicable provisions of the [Order](#) of the Secretary of Health providing for business safety measures, issued April 15, 2020, including but not limited to provisions requiring that every person present at a work site wear masks/face coverings, and provisions requiring the establishment of protocols for execution upon discovery that the business has been exposed to a person who is a probable or confirmed case of COVID-19.
- Follow all applicable provisions of the [Order](#) of the Secretary of Health providing for building safety measures, issued April 5, 2020.
- Follow other applicable [Department of Health](#) (DOH) and Centers for Disease Control and Prevention (CDC) [guidance](#).
- Require social distancing (6-feet minimum distance between workers) unless the safety of the public or workers require deviation (e.g. drywalling, team lifting).
- Provide hand wash stations at appropriate locations on the site such as building entrances, break areas, food truck areas, offices, trailers, and job site egress areas.
- Implement cleaning or sanitizing protocols at all construction sites and projects. Identify and regularly clean and disinfect areas that are at high risk for transmission (requirements to clean common areas and regularly trafficked spaces periodically).
- Ensure all gatherings are limited to no more than 10 people, maintaining 6-foot social distancing, when required to meet, even when conducted outside.
- Use virtual meetings, and disseminate information electronically to the extent feasible.
- Stagger shifts, breaks, work areas and/or stacking of trades where feasible to minimize workers on site.
- Limit tool sharing and sanitize tools if they must be shared.
- Employ jobsite screening based on CDC guidance to determine if employees should work. Prohibit from working any employees with any symptoms of COVID-19. Encourage sick employees to stay home.
- Prohibit unnecessary visitors to any project or work site, and limit supplier deliveries.
- Limit access to enclosed spaces to the extent feasible.
- Ensure workers are traveling to and from the job site separately. Wherever possible employees should not share a vehicle.
- Identify a “Pandemic Safety Officer” for each project or work site, or, if a large-scale construction project, then for each contractor at the site. The primary responsibility of the Pandemic Safety Officer will be to convey, implement, and enforce the social distancing and other requirements of this guidance for the protection of employees, suppliers, and other personnel at the site.

RESIDENTIAL CONSTRUCTION

The Uniform Construction Code (34 Pa. Code § 401.1) defines residential buildings as “detached one-family and two-family dwellings and townhouses which are not more than three stories above grade plane in height with a separate means of egress and their accessory structures.”

- All residential construction projects including new construction, renovation, and repair are authorized to conduct in-person operations; however, such projects may not permit more than four persons on the job site at any time inclusive of employees of both prime and sub contractors, but not inclusive of delivery persons, code inspectors, or similar persons who require temporary access to the site and are not directly engaged in the construction activity.

NON-RESIDENTIAL OR COMMERCIAL CONSTRUCTION

The Uniform Construction Code (34 Pa. Code § 401.1) defines “Commercial construction” as “a building, structure or facility that is not a residential building.” This definition includes multi-unit housing and student housing.

- All commercial construction projects including new construction, renovation, and repair are authorized to conduct in-person operations; however, enclosed projects or portions of enclosed projects, may not permit more than four persons on job sites of 2,000 square feet or less, and
- One additional person is allowed for each additional 500 square feet of enclosed area over 2,000 square feet. These numbers are inclusive of employees of both prime and sub contractors, but not inclusive of delivery persons, code inspectors, or similar persons who require temporary access to the site and are not directly engaged in the construction activity. Enclosed square footage shall include all areas under roof that are under active construction at the time.
- Commercial construction firms, including particularly those managing large-scale construction projects, should consider strongly establishing a written Safety Plan for each work location containing site specific details for the implementation of this guidance to be shared with all employees and implemented and enforced by the designated Pandemic Safety Officer.

PUBLIC CONSTRUCTION

Elected political subdivisions (or “local political units” as described in the Governor’s guidance), and other public entities should continue to use best judgment in exercising their authority to conduct critical construction projects. All construction decisions should appropriately balance public health and safety while ensuring the continued safety of critical infrastructure. When possible, local political units and public entities should postpone non-essential projects and only proceed with essential projects when they can implement appropriate social distancing and cleaning/disinfecting protocols, and should adhere to this guidance on all construction projects.

Local political units and public entities should officially communicate to contractors whether their specific project will be resumed. Notwithstanding any general authorization to resume construction activities, contractors should not resume work on public construction projects until directed to do so by the applicable governmental unit.

Certain commonwealth agencies and independent commissions have already issued guidance for critical or essential projects that are continuing. Those specific agency or commission directives should be followed unless there is a direct conflict with these guidelines, in which case these guidelines control. Contractors working on public construction projects must follow construction restart or resumption plans established by that agency or commission.

INSPECTIONS AND APPRAISALS

Beginning May 1, 2020, in-person inspection and appraisals related to construction financing loans, and UCC building code plan review and inspection services may be conducted as necessary for all construction projects authorized under this guidance.

QUESTIONS AND FURTHER GUIDANCE

Businesses that have questions about whether this guidance applies to them may email the Department of Labor and Industry at RA-LIBOIS-BUILDINGS@pa.gov.

Answers to frequently asked questions involving application of the Employee Safety Order is available [here](#).

Businesses in the construction industry may wish to refer to PennDOT's COVID-19 Guidance for Restarting Construction Projects which provided a process for restarting construction projects that were suspended in response to COVID-19 mitigation. The guidance is available [here](#).

Help is available for people who are struggling with their mental or emotional health or feeling anxious or overly stressed contact the Crisis Text Line by texting PA to 741-741.

ENFORCEMENT

Enforcement actions against violators of the Governor's and Secretary of Health's Orders Closing Businesses That Are Not Life Sustaining commenced on March 23, 2020, and is ongoing.

Law enforcement officers should refer to Enforcement Guidance available online [here](#).

ADDITIONAL INFORMATION

For the most up-to-date, reliable information, please continue to refer to the Commonwealth of Pennsylvania's website for Responding to COVID-19 in Pennsylvania: <https://www.pa.gov/guides/responding-to-covid-19/>.



TOWNSHIP OF WEST GOSHEN

RESIDENTIAL CODE PACKAGE AND INSPECTION REQUIREMENTS



TOWNSHIP OF WEST GOSHEN

1025 PAOLI PIKE
WEST CHESTER, PENNSYLVANIA 19380

PHONE: 610-696-5266
FAX: 610-429-0616

CODE LIST FOR WEST GOSHEN TOWNSHIP

The following are the current codes enforced by West Goshen Township:

- International Building Code, 2015
- International Existing Building Code, 2015
- International Fire Code, 2015
- International Residential Code, 2015
- International Plumbing Code, 2015
- International Electrical Code, 2015
- National Electric Code, 2014
- International Mechanical Code, 2015
- International Energy Conservation Code, 2015
- International Fuel Gas Code, 2015
- International Property Maintenance Code, 2015
- Other codes as referenced by the above codes

Land development and zoning approvals must be obtained prior to plan submission.

All permit applications shall include (2) two sets of original complete plans with the original seals from architect and engineers.

NOTE: All structural plans must be signed and sealed by an Architect and/or Engineer(s).

We will review and stamp each approved set of drawings. One set will be returned at the time the permit is picked up and must be kept on site.

All submissions must be complete. A complete submission shall include Building, Mechanical, Plumbing, Use and Occupancy, and Electrical applications (if required), construction contracts and plans. (Penn Dot Highway occupancy permits must be submitted where required.) Submissions missing any of these items will be rejected at the counter, or upon review by the Building Official.

Energy Code information must be submitted with Building Permit application per submission requirements.

Information submitted via fax machine will not be accepted.

Plan review for residential permits will be 15 working days from date of complete submission.

When is a permit required?

An ordinary repair does not require a permit.

The following are not ordinary repairs:

- (1) Cutting away a wall, partition or portion of a wall.**
- (2) The removal or cutting of any structural beam or load-bearing support.**
- (3) The removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements.**
- (4) The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical.**

(a) A permit is not required for the installation, alteration or repair of generation, transmission, distribution, metering or other related equipment that is, by established right, under the ownership and control of a public utility as the term “public utility” is defined in 66 Pa.C.S. § 102 (relating to the definitions).

The following list of residential work is considered ordinary repairs and that does not require a permit from West Goshen Township.

I. Building Construction:

- Exterior or interior painting, papering, tiling, carpeting, flooring, cabinets, counter tops and similar finishing work.

The term does not include swimming pools or spas except as excluded below

- Prefabricated swimming pools that are less than 24 inches deep.
- Swings and other playground equipment accessory to a one-or two-family dwelling.
- Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support.
- Replacement of glass in any window or door. The replacement glass shall comply with the minimum requirements of the “International Residential Code.”
- Installation and replacement of a window, door, garage door, storm window and storm door in the same opening if the dimensions or framing of the original opening are not altered. The installation of means of egress and emergency escape windows may be made in the same opening, without altering the dimensions or framing of the original opening if the required height, width or net clear opening of the previous window or door assembly is not reduced.
- Replacement of existing roof material that does not exceed 25% of the total roof area performed within any 12-month period.
- Replacement of existing siding.
- Repair or replacement of any part of a porch or stoop which does not structurally support a roof located above the porch or stoop. (Enlargement of existing porch or stoop requires a Zoning Permit)
- Installation of additional roll or batt insulation.
- Replacement of exterior rainwater gutters and leaders.

The following building construction require a Zoning Permit

- Installation of an uncovered deck where the floor of the deck is no more than 30 inches above grade.
- Any agricultural building.
- Utility and miscellaneous use structures that are accessory to detached one-family dwellings having a building area less than 500 square feet. The term includes:
 1. Carports
 2. Detached private garages
 3. Greenhouses
 4. Sheds

II. Minor electrical work for the following:

- Replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
- Replacement of a receptacle, switch or lighting fixture rated at 20 amps or less and operating at less than 150 volts to ground with a like or similar item. This does not include replacement of receptacles in locations where ground-fault circuit interrupter protection is required.
- Replacement of installed electrically operated equipment such as doorbells, communication systems and any motor operated device.

- Installation, alteration or rearrangement of communications wiring.
- Replacement of dishwashers.
- Replacement of kitchen range hoods.
- Installation of battery-powered smoke detectors.

III. The following gas work:

- Portable heating, cooking or portable clothes drying appliances.
- Replacement of a minor part that does not alter approval of equipment or make this equipment unsafe.
- A portable fuel cell appliance that is not connected to a fixed piping system and is not interconnected to a power grid.

IV. The following mechanical work or equipment:

- A portable heating appliance.
- Portable ventilation appliances.
- A portable cooling unit.
- Steam, hot or chilled water piping within any heating or cooling equipment governed under the Uniform Construction Code.
- Replacement of any minor part that does not alter approval of equipment or make the equipment unsafe.
- Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are put into action by motors 1 horsepower.
- Portable evaporative cooler.
- A portable fuel cell appliance that is not connected to a fixed piping system and is not interconnected to a power grid.

V. The following plumbing work:

- Replacement of bib valves if the replacement hose bib valves are provided with an approved atmospheric vacuum breaker.
- Refinishing of existing fixtures.
- Replacement of ball cocks.
- Repair of leaks.
- Clearance of stoppages.
- Replacement of faucets or working parts of faucets.
- Replacement of traps.
- Replacement of a water closet, lavatory or kitchen sink in an existing location.
- Replacement of domestic clothes washers and dishwashers.

VI. The following heating, ventilation and air conditioning work:

- Replacement of motors, pumps and fans of the same capacity.
- Repair and replacement of heating, supply and return piping and radiation elements, which do not require rearrangement of the piping system.
- Repair and replacement of ductwork.
- Repair and replacement of control devices for heating and air conditioning equipment.
- Replacement of kitchen range hoods with same capacity hood.
- Replacement of clothes dryers if there is no change in fuel type, location or electrical requirements.
- Replacement of stoves and ovens if there is no change in fuel type, location or electrical characteristics.

Any work not listed above requires the appropriate permit from West Goshen Township.

WEST GOSHEN TOWNSHIP

FEE SCHEDULE

Effective April 29, 2020

Applications are available online at www.westgoshen.org under "Forms" or related services. To find the Code of Ordinances, go to "Links" on the homepage, then "Township Code Online".

I. Residential Building Permit (excluding multi-unit dwellings included in Section II)

Surcharge: There is a \$4.50 State Mandated Fee attached to each permit. Submit contract or estimate with permit application. Calculated at 1% of the actual cost of construction, with a minimum fee. A fee with no established minimum depicts a flat fee.

1. **New Construction – Single family dwelling, semi-detached dwellings and outbuildings, including additons to residential dwellings unless otherwise stipulated:** **\$150 Minimum**
2. **Mobile Homes - (includes Plumbing Fee for hookup)** **\$125**
3. **Alterations, Additions, and Accessories** **\$ 50 Minimum**
Soil & Erosion Permits are required for stormwater quality control on additions more than 10% of total site area, or more than 2000 sq. ft. of additonal impervious cover.
4. **New** **\$ 100 Minimum**
Plumbing, HVAC, Alarms, Sprinklers, and any permanent systems
5. **Replacement** **\$ 50 Minimum**
Plumbing, HVAC, Alarms, Sprinklers, and any permanent systems
6. **Electrical** **\$ 50 Minimum**
Inspections are performed by an approved third party agency.
7. **Re-Roofing (Structural Changes)** **\$ 50 Minimum**
8. **Re-Roofing (Non-Structural)** **\$ 50**
9. **Sheds** **\$ 50**
10. **Fence – Permit required only if fence exceeds 6 ft. in height** **\$ 50**
11. **Flagpoles** – all permit fees are waived for the installation of a flagpole on a residential lot.
12. **Temporary Trailers (limited to 6 months)** **\$ 50**
13. **Tents (limited to 6 months)** **\$ 25**
14. **Above-Ground Pool/ Hot Tubs (over 24 inches of water)** **\$ 50**
15. **In-Ground Pool (requires soil & erosion permit)** **\$ 50 Minimum**
16. **Electrical – required for new hookup for pools or hot tubs** **\$ 50**
17. **Demolition – (fee based per structure)** **\$ 75**
18. **Use & Occupancy Permit- New construction only** **\$100**
No permit required for resale of residential homes.
19. **Use & Occupancy Permit – Additions** **\$ 50**
20. **Reinspections (any additional inspection beyond 2)** **\$ 75**
If in the opinion of the Building Official, the construction for which an inspection has been requested is not ready for the inspection (beyond 2), such that the inspector has to reschedule the inspection, an additonal fee shall be paid to the Township prior to the reinspection.
21. **Code Violations**
Starting construction without proper permits **Permit fee is doubled**

WEST GOSHEN TOWNSHIP FEE SCHEDULE

Effective April 29, 2020

Applications are available online at www.westgoshen.org under “Forms” or related services. To find the Code of Ordinances, go to “Links” on the homepage, then “Township Code Online”.

III. Special Permits/Fees*

A. Road-Opening

1. Utility Application Fee \$ 50
2. General Permit Inspection Fee
 - a. Surface Openings – These fees are calculated on the total linear feet of the opening being permitted within different areas to the right-of-way. Total linear feet of opening each 100 foot increment or fraction thereof.
 1. Opening in pavement \$ 40
 2. Opening in shoulder \$ 20
 3. Opening outside pavement and shoulder \$ 10

If a longitudinal opening simultaneously occupied two or more highway areas identified in subparagraph (a), only the higher fee will be charged. Linear distances shall be measured to the nearest foot.

- b. Surface opening of less than 36 square feet (e.g., service connections performed independently of underground facility installation, pipe line repairs, each opening.
 1. Opening in pavement \$ 30
 2. Opening in shoulder \$ 15
 3. Opening outside pavement and shoulder \$ 10

If an opening simultaneously occupies two or more highway areas identified in subparagraphs (1-3), only the higher fee will be charged.

- c. Above-ground facilities (e.g., poles, guys and or anchors if installed independently of poles.
 1. Up to 10 physically connected above-ground facilities (each continuous group) \$ 20
 2. Additional above-ground physically connected facilities (each pole with appurtenances) \$ 2

B. Sewer Construction Permits (Call Sewer Treatment Plant at (610) 696-0900 to confirm fee).

1. Connection
 - a. New Residential \$200
 - b. Existing Dwelling Residential \$200
 - c. Commercial/Industrial \$200
2. Tapping Fee
 - a. New & Existing Residential \$3,871
 - b. New Commercial/Industrial (per 1 EDU= 241.2 gallons) \$3,871

C. On-Site Septic Pumping

1. Administrative Fee \$ 20

REQUIRED RESIDENTIAL CONSTRUCTION DOCUMENTS

All plans must be signed and sealed by the registered design professional responsible for this work.

ZONING APPROVAL: Copies of all zoning variances must be supplied at time of permits submission.

SITE PLAN: Scaled drawing, which shows the size and location of all new construction and all existing structures and impervious coverage on the site. Distances from structure(s) to lot lines and to other structures on the property.

STORM WATER MANAGEMENT: Scaled drawings for storm water quality controls showing details, size and location of facilities for all new impervious and building coverage on the site. Applicants that do not meet the requirements for storm water management exemption criterion must apply for a Soil Erosion and Sediment Control Permit.

SOILS REPORT: Results of soil investigation that determines the allowable soil bearing pressure to be used by the design professional in the foundation design. Building Official will determine if report is required.

SPECIFICATIONS: Manufacturer installation instructions for all appliances and equipment to be installed.

ARCHITECTURAL: Dimensioned plans ¼ or 1/8 in. scale for each floor level that shows room layouts and use of space. Also includes elevation views; wall sections; schedules for window, door and finishes; stair dimension and details, such as, riser height, tread width, guard/handrail height and headroom dimension. **Plans must be signed and sealed by the registered design professional responsible for this work.**

P **STRUCTURAL:** Typical floor and roof framing plans. The plan(s) shall include details of connections, size of members, materials to be used, grade and species of all material, all the information required to erect the joists, beams, rafters, columns, or girders within the structure.
A registered engineer must seal all structural plans.

L **FOUNDATION:** Included on the dimensioned plan is the allowable soil bearing pressure, the depth of the foundation, and the proposed materials to construct the foundation.

A **FIRE PROTECTION:** When required, the construction documents may include a submission for the automatic fire suppression system, the fire alarm system, smoke control system, single/multiple station detectors.

N **MECHANICAL:** Location, size and listed/labeled information for all equipment and appliances that comprise parts of the buildings mechanical system. Ventilation and exhaust calculations, schedules, supply and exhaust ductwork, chimney termination, materials, and any other information required to complete the buildings HVAC system.

S **PLUMBING:** Includes isometric riser diagrams for the potable water supply and the drain waste & vent systems with the location and materials specified for all the piping and fixtures within the plumbing system. Also details of special devices (backflow preventer, grease traps, etc.) shall be shown. Storm water drainage calculations and devices shall be included in the submission. **Floor drains may not be connected to the public sewer system.**

ELECTRICAL: Service entrance conductors, grounding, and overcurrent protection location, material methods and methods, disconnect location and type, load calculations of all electrical devices and the location of emergency lighting & exit signs. **Inspection agency must be from approved Township list.**

ENERGY: All plan submissions must include energy calculations based on the International Energy Code and using the Res-Check software Program. The Program is free and downloadable from <http://www.energycodes.gov/rescheck/download.stm>

NOTE: See the PLAN SUBMISSION STANDARDS section for additional requirements.



TOWNSHIP OF WEST GOSHEN

1025 PAOLI PIKE
WEST CHESTER, PENNSYLVANIA 19380

PHONE: 610-696-5266
FAX: 610-429-0616

Residential Inspection Requirements

West Goshen Township Code Enforcement Department

1. A minimum of **48 hours notice** shall be provided to the Building Inspector for the purpose of scheduling inspections.
2. Required inspections including but not limited to shall be as follows:
 - a. Footings, walls and slabs prior to placement of concrete. **Concrete shall not be released until inspection is completed.**
 - b. Exterior Sheathing.
 - c. ELECTRICAL, SERVICE, ROUGH WIRING AND FINAL: performed by an approved third party inspection agency. (List attached)
 - d. Framing of all walls, prior to concealment. **Framing inspections will not be done until all mechanical, electrical, plumbing and fire protection material is installed.**
 - e. Insulation
 - f. Fire stopping and wallboard inspection.
 - g. Plumbing Inspection, rough and final.
 - h. Final Inspection/Use and Occupancy Inspection. This inspection must be completed prior to the occupancy of the building.

West Goshen Township may require other inspections as deemed necessary in the field.

3. Special inspections may be required for the following items:
 - a. Soils
 - b. Concrete Construction, including footings and slab placement, mix and proper strength
 - c. Masonry
 - d. Steel
 - e. Welding
 - f. E.I.F.S. (if applicable)

Above inspections shall be conducted by an approved inspection agency.

4. Report requirement:

Special inspectors shall keep records of all inspections. The special inspector shall furnish inspection reports to the code official on a weekly basis, and to the registered design professional in responsible charge. All discrepancies shall be brought to the immediate attention of the contractor for correction and noted on the daily report. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the code official and to the registered design professional in responsible charge prior to the completion of that phase of the work.

A final report of inspections documenting completion of all required special inspections and correction of any discrepancies noted in the inspections shall be submitted prior to the issuance of a certificate of occupancy. Interim reports shall be submitted periodically at a frequency agreed upon by the permit applicant and the code official prior to the start of work.

All work shall be conducted in a professional and workmanlike manner consistent with all West Goshen Township Codes, as well as Pennsylvania and Federal Regulations.

Residential Sprinklers Requirements

Required information on the Plans

- Site location
- Static water pressure at the water supply
- Description of water service line, including pipe material and diameter
- Location and Size of the water meter
- Hydraulic calculations
- Scaled drawings
- Type of pipe material used for sprinklers
- Details about each type of sprinkler used, including manufacturer, model number, temperature rating, K factor and manufacturer's spacing requirements

Sprinkler Plan Details

- A block identifying the pipe material, total number of sprinklers, and static pressure at water supply.
- Detail illustrating the bracing and mounting methods for each type of sprinkler
- Riser details
- Identification of remote sprinkler which is the hydraulically most remote on the plans
- Dimension lines for plan review to document the correct distances were used in the calculations
- Floor plan showing all exterior and interior walls so the sprinkler coverage can be reviewed

Manufacturer Information

All relevant manufacturers' information should be submitted along with the plans and calculations

- Data sheets for sprinklers, pipe, and fittings to confirm the items are listed for residential sprinklers.
- Manufacturer's instructions to include installation instructions such as spacing, support, bracing and related information needed to install the items in compliance with the IRC Section P2904 or NFPA 13D.

Required Inspections

- **Pre-concealment Inspection**
- **Final Inspection**
- **Flow Test (Bucket Test)**



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Information for Deck Plans

2 Sets of plans needed for all decks detailing the following:

- ◆ Site plan showing distance to rear and side property lines
- ◆ Manufacturer specifications for the pressure treated lumber*
- ◆ Manufacturer specifications for all hangers, nails screws and connectors*
- ◆ Dimensions and spacing of beams and joists
- ◆ Footing location and dimensions
- ◆ Stair detail, including rise and run
- ◆ Railing detail, including cross section details for handrails
- ◆ Guard height and details
- ◆ Details for attachment to house
- ◆ Details for connection of post and beam.
- ◆ Height of deck floor above grade

Any deck supporting a cover, or the floor of the deck is more than 30 inches above grade require the plans to be signed and sealed by a registered design professional.

***Due to the corrosive nature of the new pressure treated lumber, all joist hangers, nails, bolts, anchors, connectors and screws must be a minimum of G185 Hot dipped galvanized or stainless steel. No Exceptions. ***

Submissions must have all of the above information plus a completed permit application.



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Stormwater Management Quality Controls

Provide infiltration capacity for the equivalent of one inch of runoff from all new impervious surfaces. The infiltration volume does not have to be provided in one location. However, if site conditions preclude capture of runoff from portions of the impervious area, the infiltration volume for the remaining area should be increased an equivalent amount to offset the loss. In no case should the portion of the new impervious area flowing to an infiltration facility be less than 70% of the total new impervious area.

How to Size Infiltration facility for one inch of runoff

Take the new Impervious areas square footage (Ia) and divided by twelve (12) to get the volume of water per cubic feet (Wv) required for storage for one inch of runoff. Times the volume of water per cubic feet (Wv) by the void ratio of the stone (#4 Ballast) which is two point five (2.5) to get the required size of the infiltration bed.

$$Ia / 12 = Wv$$

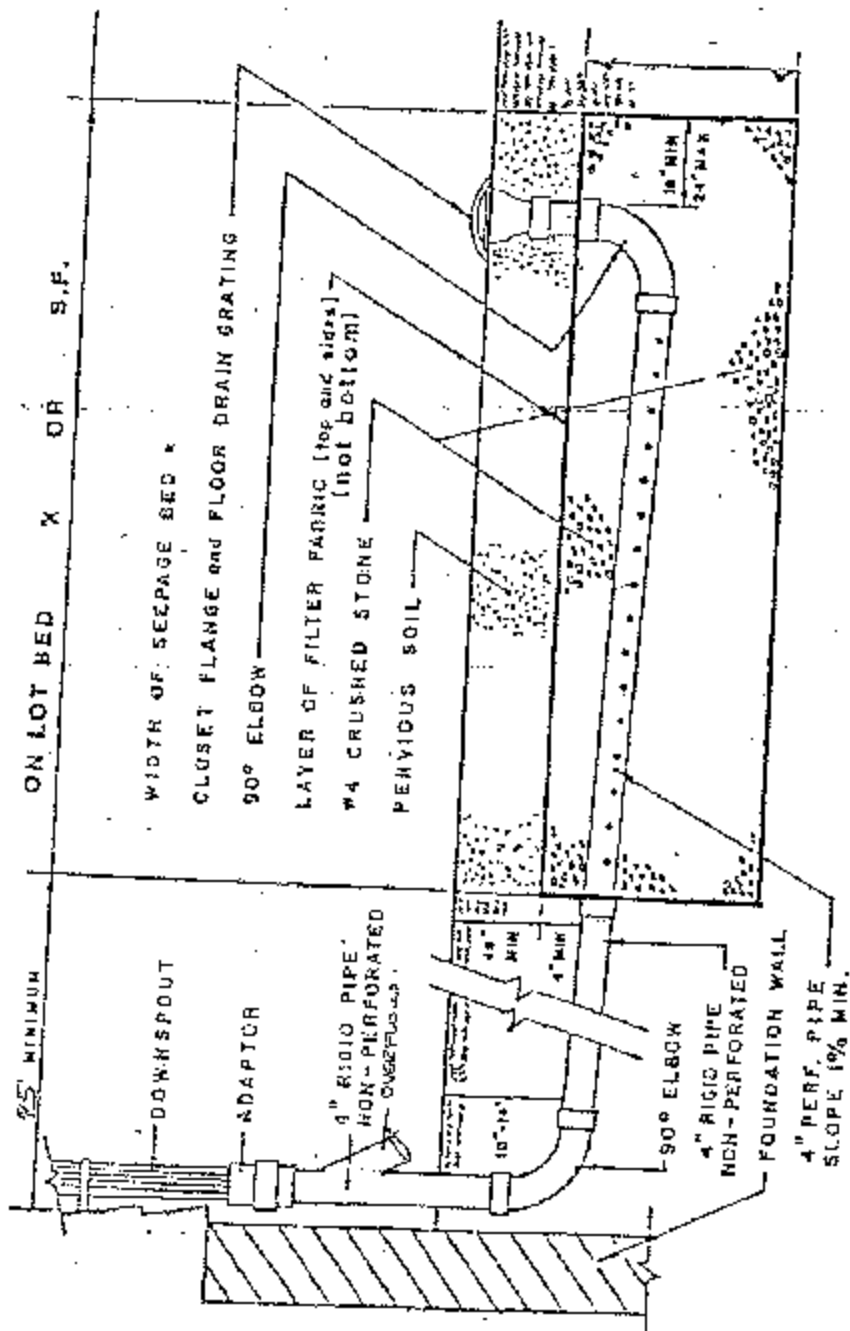
$$Wv \times 2.5 = \text{size of bed}$$

Sq. Ft. of Impervious	Bed size using #4 stone	Sq. Ft. of Impervious	Bed size using #4 stone
100	21 cubic feet	1100	229 cubic feet
200	42 cubic feet	1200	250 cubic feet
300	63 cubic feet	1300	271 cubic feet
400	83 cubic feet	1400	292 cubic feet
500	104 cubic feet	1500	313 cubic feet
600	125 cubic feet	1600	333 cubic feet
700	146 cubic feet	1700	354 cubic feet
800	167 cubic feet	1800	375 cubic feet
900	188 cubic feet	1900	396 cubic feet
1000	208 cubic feet	2000	417 cubic feet

Two sets of plans for underground infiltration facility detailing the following:

- Showing all new impervious and building coverage on site
- Size of the infiltration facility(s) including calculations
- Location of the infiltration facility(s) (All Facilities shall be positioned a minimum of twenty-five feet away from foundations with basements and a minimum of fifteen feet away from all other foundations)
- Material details (stone, fabric, pipe, overflow, etc.)
- Details of overflow and clean-out capability

All submittals with new impervious and building coverage more than 10% of the total site area, or more than 2000 square feet require a Soil Erosion and Sediment Control Permit.





TOWNSHIP OF WEST GOSHEN

1025 PAOLI PIKE
WEST CHESTER, PENNSYLVANIA 19380

PHONE: 610-696-5266
FAX: 610-429-0616

INSTALLATION OF A FENCE:

1. Fences may be erected in the required front yard provided they meet the following criteria:

- a. The fence does not exceed four (4) feet in height.
- b. The fence is not solid and instead maintains a minimum one to one ratio of open to structural areas (such as a picket fence).

The fence must meet the road right-of way setbacks for front yard. (*See Road Right-of-Way Setbacks*)

2. Fences may be erected in the required side or rear yard areas provided they meet the following criteria:

- a. The fence does not exceed six (6) feet in height on a residential lot and ten (10) feet in height on any other lot
- b. Such fences may be solid.

3. No permit is required prior to the erection of a fence provided the fence is less than six (6) feet in height. Any fence which is six (6) feet in height or taller requires a building permit pursuant to the procedures set forth in Section 84-67.

For fences six feet and over: a permit application, along with sign and sealed plans prepared by a registered design professional must be submitted. The fence needs to be designed in accordance with **ASCE 7-98** wind load provisions for 90 mph 3-second gust wind speed and seismic design category

The following corner lot requirements apply for erection of a fence regardless of the height:

CORNER LOT:

If you plan to erect a fence on a corner lot, we request that you contact the West Goshen Township Police Department Traffic Safety Unit at 610-696-7400. The purpose of your call would be to set up an appointment with a Traffic Unit Officer to meet you at your property, at which time you would show the officer where you plan to erect the fence. The officer would then advise you if the site you have chosen would create a sight distance problem for drivers exiting the intersection, and if there is a problem in regard to the required distance from the corner.

ROAD RIGHT-OF-WAY SETBACKS:

On a lot, other than a corner lot, a fence may be erected along the front, side, or rear of yards. If the fence is erected in the front yard, it may not extend beyond the road right-of-way. You would need to check with the Township Zoning Officer or Building Official for the right-of-way of the street. For example: If the right -of-way line is 50 ft. you would measure 25 ft. from the center of the road onto your property. The fence should then be erected in back of the 25 t.

In order to maintain both sides of the fence without going onto your neighbor's property, we suggest that you place the fence three to five feet from your property line.



TOWNSHIP OF WEST GOSHEN

1025 PAOLI PIKE
WEST CHESTER, PENNSYLVANIA 19380

PHONE: 610-696-5266
FAX: 610-429-0616

DEMOLITION OF STRUCTURES

THE CONTRACTOR OR OWNER IS RESPONSIBLE TO COMPLY WITH THE DEP ASBESTOS REMOVAL PROGRAM. THE FORMS AND INSTRUCTIONS ARE LOCATED AT

http://www.dep.state.pa.us/dep/deputate/AIRWASTE/AQ/asbestos/docs/2700_fm_aq0021_inst.doc

An extermination letter must accompany any application for demolition as well as a site plan showing the properties to be demolished. All Demolition work must comply with Chapter 33 of the IBC 2006, including but not limited to:

3303.1 Construction documents.

Construction documents and a schedule for demolition must be submitted. No work shall be done until such construction documents or schedule, or both, are approved.

3303.2 Pedestrian protection.

The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

3303.4 Vacant Lot.

Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

3303.5 Water accumulation.

Provisions shall be made to prevent the accumulation of water or damage to any foundation on the premises or the adjoining property.

3303.6 Utility connections:

Before a structure is demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer and other connections.

A permit to demolish or remove a structure shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner.

3303.9 Adjacent to excavations

Every demolition and/or excavation shall be enclosed with a barrier not less than 6 feet high. Barriers shall be of adequate strength to resist wind pressure as specified in Chapter 16.

PROTECTION OF ADJOINING PROPERTY

3307.1 Protection required.

Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities.

Pedestrian protection must be inspected before demolition commences.

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616**

BUILDING AND ZONING PERMIT APPLICATION Page 1 of 2

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of West Goshen Township, Chester County, Pennsylvania

Township use only

Permit # _____

Date: _____

Fee: _____

Application for a permit to perform or construct (give description of work being done): _____

THIS SECTION MUST BE ANSWERED: INTENDED USE OF BUILDING _____ COST OF CONSTRUCTION: \$ _____

Site Address: _____ Tax Parcel # **52** - _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Zoning District: _____ Proposed Start Date: _____ Square Footage: _____

Is your property a corner lot? YES NO

Owner: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Contractor: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Architect/Engineer: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly Utility
Industrial/Factory Educational Institutional Storage High Hazard

Type of Work: New Building Alteration Addition Repair Demolition Change in use Roof
Sprinkler Other _____

New buildings and additions that are more than 10% of the total site area, or are more than 2000 sq. ft. of additional impervious cover require a Soil and Erosion Permit for stormwater quantity control.

Shed – Size _____ sq. ft. Height _____ ft. Residential only - Maximum 225 sq. ft. no higher than 10 ft.

Pool – (Circle One) In-Ground Above-Ground – Size _____ sq. ft. Max Depth _____ ft.

Disturbing six inches or more of earth requires a Soil and Erosion Permit.

**** Pool barrier requirements and electrical inspection must be approved before pool is used ****

Sign – (Circle One) Freestanding Wall Roof Window

Size _____ Height _____ Area _____

Set Back, Right of Way _____ Right Side _____ Left Side _____

Building/Site Characteristics:

Number of residential Dwelling Units: _____ Existing, _____ Proposed

Mechanical: Indicate Type of Heating/Ventilating/Air Conditioning (i.e., electric, gas, oil, etc.) _____

Water Service: (Check) Public Private

Sewer Service: (Check) Public Private (Septic Permit # _____)

BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616

BUILDING AND ZONING PERMIT APPLICATION Page 2 of 2

Township use only

Permit # _____

Date: _____

Does or will your building contain any of the following:

Fireplace(s): Number _____ Type of Fuel _____ Type of Vent _____

Elevator/Escalators/Lifts/Moving walks: (Check) ☐ YES ☐ NO

Sprinkler System: ☐ YES ☐ NO

Pressure Vessels: ☐ YES ☐ NO

Refrigeration Systems: ☐ YES ☐ NO

Building/Lot Dimensions:

Existing Building Area: _____ sq. ft. Number of Stories: _____
Proposed Building Area: _____ sq. ft. Height of Structure Above Grade: _____ sq. ft.
Total Building Area: _____ sq. ft. Area of the Largest Floor: _____ sq. ft.
Total Impervious Area: _____ sq. ft. Total Lot Area: _____ sq. ft.
Percentage of Total Building area on Lot: _____ %
Percentage of Total Impervious Area on Lot: _____ %

I certify that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniformed Construction Code) and any additional applicable codes, ordinances and regulation of West Goshen Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of West Goshen Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant's Name _____ Phone # _____ Email: _____

Signature of _____ Print Name of
Owner or Authorized Agent: _____ Owner or Authorized Agent:

Signature of Contractor: _____ Contractor Print Name: _____

Building Permit Denied: Date _____ Date Returned _____

Reason Denied: _____

Building Permit Approved: Date _____

Building Code Official _____ Date _____ Zoning Officer _____ Date _____

Is this property in a flood plain? Yes ☐ No ☐ (To be filled out by office)

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616**

ELECTRICAL PERMIT APPLICATION

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of West Goshen Township, Chester County, Pennsylvania

Township use only

Permit # _____

Date: _____

Fee: _____

Application for a permit to perform or install (give description of work being done): _____

Site Address: _____ Tax Parcel # **52** - _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Zoning District: _____ Proposed Start Date: _____ **Cost of Electrical Construction: \$** _____

Owner: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Contractor: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Architect/Engineer: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Plans are required unless previously submitted with General Building Permit.

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly Utility Industrial/Factory
Educational Institutional Storage High Hazard

Type of Work: New Building Alteration Addition Repair Upgrade Change in use Tele/Data

Service size: _____ AMP **Inspection Agency:** _____

Number of Fixtures: Switches: _____ Smoke Detectors: _____ Lighting: _____ Receptacles: _____

Tele/Data Boxes: _____ Total Number of Fixtures: _____

I certify that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and **PA Act 45 (Uniformed Construction Code)** and any additional applicable codes, ordinances and regulation of West Goshen Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of West Goshen Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant's Name _____ **Phone #** _____ **Email** _____

Signature of _____ **Print Name of** _____
Owner or Authorized Agent: _____ **Owner or Authorized Agent:** _____

Signature of Contractor: _____ **Contractor Print Name:** _____

Permit Denied: Date _____ Date Returned _____

Reason Denied: _____

Permit Approved: Date _____

Building Code Official

Date

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616**

MECHANICAL/HVAC PERMIT APPLICATION

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of West Goshen Township, Chester County, Pennsylvania 19380

Township use only

Permit # _____

Date: _____

Fee: _____

Application for a permit to perform or install (give description of work being done): _____

Site Address: _____ Tax Parcel # **52** - _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Zoning District: _____ Proposed Start Date: _____ **Cost of Mechanical Construction:** \$ _____

Owner: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Contractor: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Architect/Engineer: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Plans are required unless previously submitted with General Building Permit.

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly Utility Industrial/Factory
Educational Institutional Storage High Hazard

Type of Work: New Building Alteration Addition Repair Upgrade Change in use

Fuel Source: Electric: _____ Natural Gas: _____ Propane: _____ Oil: _____

I certify that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and **PA Act 45 (Uniformed Construction Code)** and any additional applicable codes, ordinances and regulation of West Goshen Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of West Goshen Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant's Name _____ Phone # _____ Email _____

Signature of Owner or Authorized Agent: _____ Print Name of Owner or Authorized Agent: _____

Signature of Contractor: _____ Contractor Print Name: _____

Permit Denied: Date _____ Date Returned _____

Reason Denied: _____

Permit Approved: Date _____

Building Code Official

Date

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616**

PLUMBING PERMIT APPLICATION

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of West Goshen Township, Chester County, Pennsylvania

Township use only

Permit # _____

Date: _____

Fee: _____

Application for a permit to perform or install (give description of work being done): _____

Site Address: _____ Tax Parcel # **52** - _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

Zoning District: _____ Proposed Start Date: _____ **Cost of Plumbing Construction: \$** _____

Owner: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Contractor: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Architect/Engineer: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Plans are required unless previously submitted with General Building Permit.

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly Utility Industrial/Factory
Educational Institutional Storage High Hazard

Type of Work: New Building Alteration Addition Repair Upgrade Change in use

TYPE	NUMBER	TYPE	NUMBER
Stacks		Fountains (drinking)	
Sinks		Sump	
Baths		Shower	
Water Closets		Urinal	
Lavatory		Dishwashing Machine	
Tank and Heater		Humidifier	
Laundry Tray		Garbage Grinder	
Water Distribution System		Washing Machine	
Floor Drains		Special Waste	
Sewage Ejector		Rainwater Leaders	
Miscellaneous fixtures		TOTAL	

**FLOOR DRAINS MAY NOT
BE CONNECTED TO THE
PUBLIC SEWER SYSTEM**

**A SAMPLE MANHOLE IS
REQUIRED IN ALL COMMERCIAL
AND INDUSTRIAL INSTALLATIONS.**

I certify that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniformed Construction Code) and any additional applicable codes, ordinances and regulation of West Goshen Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of West Goshen Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant's Name _____ Phone# _____ Email _____

Signature of _____ Print Name of _____

Owner or Authorized Agent: _____ Owner or Authorized Agent: _____

Signature of Contractor: _____ Contractor Print Name: _____

Permit Denied: Date _____ Date Returned _____

Reason Denied: _____

Permit Approved: Date _____

Building Code Official _____ Date _____

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP
1025 PAOLI PIKE
WEST CHESTER, PA 19380
PHONE: 610-696-5266 FAX: 610-429-0616**

FIRE PROTECTION PERMIT APPLICATION

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of West Goshen Township, Chester County, Pennsylvania

Township use only

Permit # _____

Date: _____

Fee: _____

Application for a permit to install/erect/alter: ☐ Sprinkler System ☐ Fire Alarm ☐ CO2 ☐ Kitchen Hood ☐ Dry Chemical
☐ Clean Agent ☐ Standpipe ☐ Paint Booth ☐ Tent ☐ Foam ☐ Halon ☐ Smoke Control

Application for a permit to perform or install (give description of work being done): _____

Site Address: _____ Tax Parcel # **52** - _____

Sq. Ft. of work area: _____ Proposed Start Date: _____ **Cost of Construction:**

\$ _____ **Owner:** _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Contractor: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Architect/Engineer: _____ Phone: _____ Email: _____

Mailing Address: _____ Cell: _____

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly Utility
Industrial/Factory Educational Institutional Storage High Hazard

Sprinklers: **Type of System** (circle) Wet Dry Pre-Action Deluge Limited Area

Type of Work (circle) New Relocate Modify

Number of Heads: _____ System Demand: _____ Standpipe(s): _____

Hydraulically Calculated: _____ Pipe Schedule: _____

Fire Alarm: Monitored (circle) Yes No

Monitoring Company _____ Phone Number _____

Number of Audible/ Visual Devices _____ Number of Pull Stations _____

Number of Smoke Detectors _____ Number of Heat Detectors _____

I certify that all information on this application is correct and the work will be completed in accordance with the "approved" construction documents and **PA Act 45 (Uniformed Construction Code)** and any additional applicable codes, ordinances and regulation of West Goshen Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of West Goshen Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant's Name _____ Phone # _____ Email _____
Signature of _____ Print Name of _____
Owner or Authorized Agent: _____ Owner or Authorized Agent: _____

Signature of Contractor: _____ **Contractor Print Name:** _____

Permit Denied: Date _____ Reason Denied: _____

Permit Approved: Date _____

Zoning Officer (For tents only) _____ Date _____ Fire Code Official _____ Date _____



Offer to Install Automatic Fire Sprinkler System in One- or Two-Family Home

My builder has given me the option of having an automatic fire sprinkler installed in my new home in accordance with the provisions of section R313.2.1 of the 2009 International Residential Code.

My builder has provided to me information on the initial and ongoing costs of installation and maintenance of the system. I understand that my cost to have an automatic fire sprinkler system installed in my new home will be \$_____. I understand that certain additional costs may be required in the future to maintain the system.

My builder has provided to me information as made available by the Office of the Pennsylvania State Fire Commissioner about the possible benefits of installing an automatic sprinkler system in my home. My builder has informed me that the information may also be found at the Pennsylvania State Fire Commissioner's website, www.osfc.state.pa.us

After considering both the costs and the benefits of installing an automatic fire sprinkler system in my new home, I have elected to:

☐ **Accept the offer for the installation of an automatic sprinkler system in my home for the price specified above.**

☐ **Not have an automatic fire sprinkler system installed in my home.**

Buyer

Location of New Home

Buyer

Builder

Date

Date

Buyer Information PLEASE PRINT CLEARLY

Builder Information PLEASE PRINT CLEARLY

Name _____

Name _____

Address _____

Address _____

City/Zip _____

City/Zip _____

Telephone _____

Telephone _____

WEST GOSHEN TOWNSHIP
Application for Use & Occupancy Permit
1025 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-696-5266 FAX (610)-429-0616

Property Information

Property Address: _____

Zoning District: _____ Tax Parcel No.: _____

Owner Information

Owner Name: _____

Address: _____

Phone Number: _____

Applicant Information

Applicant Name: _____

Home Address: _____

Phone Number: _____

Section A: Residential (Fee: New Construction - \$100, Additions/Alterations - \$50)

Subdivision/Development Name: _____

Lot No.: _____ Settlement Date: _____

***Name of New Owner:** _____ **Phone #** _____ **Email** _____

Section B: Commercial/Industrial/Medical Service/Office Park

(New Construction - \$150, Existing Building, Change of Use/Tenant - \$75)

***Name of Owner of Property:** _____ **Phone #** _____ **Email** _____

***Name of New Tenant:** _____ **Phone #** _____

Must submit a condo/lease line plan from an approved subdivision/land development.

If owner cannot provide, submit a plan showing lease lines, existing uses per unit, parking, and square footage.

Sq. Ft. of building or portion being used: _____ No. Parking Spaces Provided: _____

Describe Current Use: _____

Describe Proposed Use: _____

Retail Sale ☐ Yes ☐ No Are Sprinklers Installed? ☐ Yes ☐ No

Will change require additional alterations, renovations, or fit out ☐ Yes ☐ No

If yes, please file appropriate permit applications.

Settlement or Lease Date: _____

TO BE FILLED OUT BY OFFICE

Zoning Use Approved: ☐ Yes ☐ No Comments: _____

Zoning Officer Initials: _____

Use & Occupancy in accordance with Chapter 3 IBC Codes: _____

Type of Construction as defined in Chapter 6 of IBC Code: _____

Design Occupancy Load per table 1004.12 IBC Code: _____

Electrical Inspection Agency: _____ Date: _____

Building Official or Fire Marshal Initials: _____

Associated Permits:

Building # _____ Plumbing # _____ Sewer Connection # _____

Electrical # _____ HVAC # _____ Zoning # _____

Fire Protection # _____ Other # _____

WEST GOSHEN TOWNSHIP
(attach to building permit application)

A. The Applicant is

A contractor within the meaning of the Pennsylvania Workers' Compensation Law.

☐ YES ☐ NO

If the answer is "yes", complete Sections B and C below as appropriate.

B. Insurance Information

Name of Applicant _____

Federal or State Employer Identification No. _____

Applicant is a qualified self-insurer for workers compensation.

☐ Certificate attached

Name of Workers' Compensation Insurer _____

Workers' Compensation Insurance Policy No. _____

☐ Certification attached

Policy Expiration Date _____

C. Exemption

*Complete Section C if the applicant is a contractor claiming exemption from providing
workers' compensation insurance.*

The undersigned swears or affirms that he/she is not required to provide workers compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated.

☐ Contractor with no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the township.

☐ Religious exemption under the Workers' Compensation Law.

Subscribed and sworn to before me this

_____ day of _____ 19____

(Signature of Notary Public)

My commission expires: _____

(Seal)

Signature of Applicant _____

Address _____

County of _____

Municipality of _____

**How to Implement
the "Contractor Proof" Provision
of the Workers' Compensation Reform Act
Act 44 of 1993
Effective August 31, 1993**

The Workers' Compensation Reform Act was signed into law as Act 44 of 1993 by Acting Governor Mark Single on July 2. **The new law takes effect on August 31.**

Included in the act is a provision that requires all municipalities that issue building permits to require proof of workers' compensation insurance prior to issuing a building permit to a contractor or to require an affidavit stating that the contractor does not employ other individuals, and therefore, is not required to carry workers' compensation insurance. **An affidavit, by statutory definition, must be notarized.**

The Building Permit

Under the act, each municipality must modify its building permit to include the name of the contractor, workers' compensation policy number, the name of the insurance company, and the contractor's federal or state employer identification number (EIN), in addition to any information required by the municipality in its ordinance. If the contractor signs an affidavit stating that he has no employees and is not required to carry workers' compensation insurance, the building permit must then state the contractor's federal or state employer identification number and a notation that the contractor has no other employees and does not carry workers' compensation insurance and that the contractor is not permitted to employ any individuals to perform work under the building permit.

As proof of insurance, the township should require the contractor to supply either directly or through the contractor's insurer or agent a workers' compensation certificate, which includes the effective date of the coverage and the signature of the insurer. This certificate must be kept on file with the building permit.

A sample addendum to your building permit application is enclosed. A copy of this form or similar document could be attached as an addendum to your township's current building permit or the information incorporated into the form when the township prints a new building permit. This form is a sample only. Please be sure to consult your township solicitor for guidance in complying with this requirement of the law. The township is required to obtain all information on Part A of the form as part of the building permit. If a contractor is exempt from providing workers' compensation insurance coverage, the affidavit of exemption section (Part B) must be completed and notarized.

Applications By Non-Contractors

Act 44 does not address building permit applications for non-contractors. There is nothing in the act or in the court decisions that offers guidance to townships on issuing building permits to property owners who may or may not hire a contractor to perform some or all of the work. Under Act 44, the following seems to be clear:

- Property owner applicants are not "contractors" within the meaning of the Workers' Compensation Law.
- The language of the act requiring townships to obtain certificates of workers' compensation coverage refers only to "contractors".

We conclude, therefore, that townships are not required to obtain such certification from a property owner as a pre-condition to issuing a building permit.

May a township require such certification from a non-contractor property owner? Without this law, townships' power to inquire into or enforce the workers' compensation obligations of private parties is highly doubtful. Act 44 establishes a responsibility for contractors only. Therefore, requiring workers' compensation coverage by non-contractor applicants would be an intrusion by the township into an area where it has no legal authority.

It is our conclusion that workers' compensation coverage certification may not be required of non-contractor applicants. We recognize that this interpretation makes the implementation of an already burdensome law even more awkward for

townships. Further, in the absence of legislative or judicial clarification, this law is susceptible to divergent interpretations. You should consult with you Township Solicitor before taking action.

Expiration or Cancellation Of Insurance

Contractors must notify their workers' compensation insurer of each municipality in which they will be seeking building permits as a workers' compensation policy certificate holder. Insurers issuing policies that name of municipality as a certificate holder must notify that municipality of the expiration or cancellation of any such policy of insurance within three working days of the date of expiration or cancellation. Upon the receipt of such notification from the insurer, the township must issue a stop-work order to a contractor who is performing work.

Also, if a township receives actual notice that a building permittee who has filed an affidavit of exemption from workers' compensation insurance has hired employees to perform work under the building permit and has not obtained the required insurance, the township must issue a stop-work order. The stop work order shall stay in effect until proper workers' compensation coverage is obtained for all work performed under the building permit and the township receives proper documentation of such coverage.

Contractors Working For A Township

Under Act 44 and Section 805 of the township Code, the same provisions that apply to contractors seeking building permits apply to any contractor performing work for a public body or municipality. All contractors and subcontractors must provide proof of workers' compensation insurance to the township effective for the duration of the contract. Upon receiving notice that the contractor's workers' compensation insurance has expired or been canceled or that the affidavit of exemption is not longer accurate, the township shall declare the contract to be null and void.

Liability For Enforcement

All responsibility for notifying the township of the expiration or cancellation of a contractor's workers' compensation insurance rests with the contractor and his insurance carrier. The law specifically states that there is no municipality liability for the enforcement of this provision.

The term "proof of insurance" means a certificate of insurance or self-insurance demonstrating current coverage and compliance with the requirements of this ace. Proof of insurance is not required if:

- The contractor qualifies for an exemption for religious reasons (such as the Amish) under the Workers' Compensation Act.
- The language of the art requiring townships to obtain certificates of workers' compensation coverage refers only to "contractors".

We conclude therefore, that townships are not required to obtain such certification from a property owner as a pre-condition to issuing a building permit.



TOWNSHIP OF WEST GOSHEN

1025 PAOLI PIKE
WEST CHESTER, PENNSYLVANIA 19380

PHONE: 610-696-5266
FAX: 610-429-0616

Approved Third Party Electrical Inspection Agencies

All Safe Electrical Inspections
311 Spruce St.
West Reading, PA 19611
610-396-9620

American Inspection Agency Inc.
342 Miller Road
Sinking Springs, PA 19608
610-678-4336

Atlantic Inland
A Burreau Veritas Company
857 Sussex Blvd.
Broomall, PA 19008
610-543-3925
877-392-9445

Code Inspections Inc.
409 S. Providence Rd.
Wallingford, PA 19086
610-565-0789
Fax 610-891-8966

Commonwealth Code Inspection Service
219 Long Lane
West Chester, PA 19380
610-692-6762
800-732-0043

Middle Atlantic Electrical Inspections, Inc.
302 E Pennsylvania Blvd.
Feasterville, PA 19053
800-352-3457

Middle Department Inspection Agency
1337 West Chester Pike
West Chester, PA 19382
610-696-3900

Municipal Inspection Corporation
215-673-4435

Penn State Inspection Agency
3106 Polly Drummond Office Park
Newark, DE 19711
Ph No 302-292-2000
Fax No 302-292-0900

Underwriter Inspection Service PO
Box 416
Royersford, PA 19468
610-495-2803

United Inspection Agency
35 Clayburgh Rd
Thornton, PA 19373
610-399-5094

KWIK Service Group, LLC
P.O. Box 159
Wagontown, PA 19376
484-947-7852

Faulkner Inspection Services LLC
1201 CHERRY WOOD COURT
PHOENIXVILLE, PA 19460
610-933-5509

State Inspection Authority, Inc.
1797 Little Conestoga Road
Glenmore, PA 19343
215-852-6785

Barry Isett & Associates
1003 Egypt Rd
Phoenixville PA 19460
610-935-2175

All companies have inspectors in our area. Work inspected by other agencies shall not be accepted by West Goshen Township.

West Goshen Township Residential Plan Submission Checklist

The following sheet is to be completed by **general contractor or person coordinating submission** and included with all applications for permit.

Other requirements as determined by the Code Official may be required or requested based on scope of project.

1. Two sets of plans including
 - a. Site Plan showing setbacks measurements and placement of alterations/additions _____
 - b. Foundation Details _____
 - c. Framing Plans including grade and species of lumber _____
 - d. Connection details including model numbers _____
 - e. Electrical Details _____
 - f. HVAC Details with calculations _____
 - g. Manufacturers Specifications _____
 - h. Zoning decisions (if applicable) _____
2. Completed Building Permit Application _____
3. Completed Plumbing Permit Application _____
4. Completed HVAC Permit Application _____
5. Completed Electrical Permit Application _____
6. Completed Workman's Compensation Information Sheet _____
7. Res-Check Energy Calculations _____
8. Insurance Certificate _____

Person coordinating submission: _____

Phone Number: _____

Fax Number: _____

Do not write below this line

Accepted by: _____

Date: _____