

**Application for Building Permits**  
Borough of Bradford Woods  
P.O. Box 163 (4908 Wexford Run Road)  
Bradford Woods, PA 15015

Application for:  
 New Dwelling  
 Alterations and/or additions  
 Other Describe: \_\_\_\_\_

**Official Use Only**  
Permit Number: \_\_\_\_\_  
Application Date: \_\_\_\_\_  
Fee Paid: \_\_\_\_\_  
Occupancy Paid: \_\_\_\_\_  
Plot Plan Received: \_\_\_\_\_  
Plans and Specifications Received: \_\_\_\_\_  
Zoning Permit if Applicable: \_\_\_\_\_  
Grading Permit if Applicable: \_\_\_\_\_

Square Footage: \_\_\_\_\_

Property Location: Lot Number \_\_\_\_\_ Street \_\_\_\_\_  
Recorded Plan of Lots \_\_\_\_\_  
Zoning District \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Proposed Use of Structure: \_\_\_\_\_

General Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Value of proposed construction is \_\_\_\_\_. (Verification required by signed agreement with contractor). Permit fee is \$4.00 per \$1,000.00 of construction value. Multiply above value by .004 and remit with application. Occupancy fee due with permit.

I hereby certify that the above information is true and correct and that all work will be done in accordance with applicable ordinances and codes established and/or adopted by Bradford Woods Borough, Allegheny County, Commonwealth of Pennsylvania.

Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Items needed with application:**

1. **Site Plan Sealed (3 Copies) showing existing conditions and vegetation.**
2. **Site Plan Sealed (3 Copies) showing the planned area of disturbance to prepare the site.**
3. **Sealed Plans of Structure (3 Copies)**
4. **Stormwater Management Plan (3 copies) for impervious structure greater than 500 square feet**
5. **Signed contractual agreement (fee based upon this agreement)**
6. **Proof of Insurance**
7. **See attached Table 1 showing setbacks.**
8. **Water and sewer permits required for new construction.**

**NOTE: Inspection Fees are \$40 an hour payable prior to issuing of Occupancy Permit.**  
**John Swinderman – Building Inspector for Bradford Woods 724-625-1636 X 120**  
**Allegheny County Plumbing Inspections – 412-578-8036**  
**Third Party Approved Electrical Inspectors**

Please be aware of the following:

1. If opening of a road or berm is required for installation of utilities a permit must be obtained.
2. If a "paper" road is to be developed a permit must be obtained.
3. All residential construction will comply with ICC 2009 International Residential Code.
4. All commercial will comply with the ICC 2009 Building Code, Mechanical Code, Energy Conservation Code, Electrical Code, Fuel Gas Code, Fire Code, Existing Building Code and Urban-Wildland Interface Code.
5. Completion of construction requires a final Occupancy Permit.
6. Owner/owner's agent is required to stake out the area of the lot that will be disturbed in accordance with item number 2 above under "items needed with application".

# Occupancy Permit Requirements Check List

## General

- \_\_\_\_\_ 1. The house must be at least 80% complete in accordance with the approved drawings.
- \_\_\_\_\_ 2. Zoning Occupancy Application completed. Fee paid.

## Structure

- \_\_\_\_\_ 1. Structurally completed. No temporary supports.
- \_\_\_\_\_ 2. Built in accordance with applicable building codes and approved drawings.

## Fire Protection

- \_\_\_\_\_ 1. All required fire rated partitions in place.
- \_\_\_\_\_ 2. Smoke detectors in place.

## Site Work

- \_\_\_\_\_ 1. No open trenches, ditches or excavations.
- \_\_\_\_\_ 2. No unstable grading or piles of materials.
- \_\_\_\_\_ 3. No trash and debris littering site.
- \_\_\_\_\_ 4. No dumpsters on site.
- \_\_\_\_\_ 5. All utility hook-ups permanent.
- \_\_\_\_\_ 6. Driveway complete to extent of preventing on-street parking and tracking mud onto roadways.
- \_\_\_\_\_ 7. No portable toilet facilities on site.
- \_\_\_\_\_ 8. If landscaping and yard incomplete, site to have control features in place to prevent silt and runoff from flowing onto streets or adjoining properties.
- \_\_\_\_\_ 9. Damage to any Borough roadways or infrastructure repaired.
- \_\_\_\_\_ 10. No roof or surface drain pipe permitted to runoff onto Borough Road or neighboring residence

## Residential Stormwater Management

- \_\_\_\_\_ 1. Provide area of impervious surface (pavement & roofs) on proposed development site plan.
- \_\_\_\_\_ 2. If area is under 400 s.f. in surface area no additional work is required and "best management practice" methods shall be used.
- \_\_\_\_\_ 3. If area is between 400 s.f. and 5000 s.f. use the Standard Rock Sump Design Procedure to size stormwater detention system. Alternatively, commercially available systems shall be considered as well as surface ponds
- \_\_\_\_\_ 4. Submit detention system plans, material specifications, and product literature for review.

## Façade

- \_\_\_\_\_ 1. All façade features (siding, windows, door and roof) to be 90% complete.
- \_\_\_\_\_ 2. Façade constructed in accordance with approved drawings.

## Mechanical Systems

- \_\_\_\_\_ 1. HVAC system installed and operating in accordance with installation specifications.
- \_\_\_\_\_ 2. Proper permanent burner exhaust system installed.
- \_\_\_\_\_ 3. HVAC system fail-safe devices installed (flame detectors, water/steam over pressure valves, water/steam over-temperature valves).

## Plumbing and Piping

- \_\_\_\_\_ 1. Roof drain, storm water runoff or surface water prohibited into MTSA sewage lines
- \_\_\_\_\_ 2. All water, natural gas, oil and waste pipe lines permanently installed in accordance with applicable codes and industry accepted standards.
- \_\_\_\_\_ 3. Bath and toilet facilities in operating condition.
- \_\_\_\_\_ 4. All County Health Department inspection and approvals done.

## Electrical

- \_\_\_\_\_ 1. Wiring and electrical devices permanently installed in accordance with applicable codes and industry accepted standards with approve and certified Third Party Electrical Inspectors
- \_\_\_\_\_ 2. All County Health Department inspections and approvals done.

\_\_\_\_\_ **Occupancy Permit Issued**

AFFIDAVIT OF EXEMPTION  
BOROUGH OF BRADFORD WOODS

The undersigned 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:

\_\_\_\_\_ Property owner performing own work. If property owner does hire contractor to perform any work pursuant to building permit, contractor must provide proof of workers compensation insurance to the Borough. Homeowner assumes liability for contractor compliance with this requirement.

\_\_\_\_\_ Contractor has no employees. Contractor prohibited by law from employing any individual to perform work pursuant to his building permit unless contractor provides proof of insurance to the Borough.

\_\_\_\_\_ Religious exemption under the Workers Compensation Law. All employees of contractor are exempt from workers compensation insurance (attach copies of religious exemption letters for all employees).

\_\_\_\_\_  
Signature of Applicant

County of Allegheny  
Borough of Bradford Woods

Subscribed, sworn to and acknowledged before me by the above \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public