

BOROUGH OF  
**MIDDLETOWN**  
BUILDING & USE PERMIT APPLICATION

Permit No. _____
Tax Parcel: ____-____-____
District: _____ Ward: _____

**LOCATION:** \_\_\_\_\_  
(Number and Street)

**PERMIT TYPE:**  Building  Electric  Water/Sewer(plumbing)  Zoning

**A -- TYPE OF IMPROVEMENT**

- New Building  Addition, repair, replace, remodel  
 Accessory structure  Garage  Carport  Shed  Deck  
 Curb/Sidewalk  Driveway  Street Restoration  
 Roof  Sign  Pool  Fence  Demolition  
 Other \_\_\_\_\_

**B -- COST**

BUILDING \_\_\_\_\_  
 ELECTRIC \_\_\_\_\_  
 PLUMBING \_\_\_\_\_  
 HVAC \_\_\_\_\_

**PERMIT FEE** \_\_\_\_\_

**C -- USE**

- Single Family - 1 dwelling unit  
 Multi-Family - 2 dwelling units  
 Apartment - 3 or more dwelling units \_\_\_\_\_ Number of existing units  
 Boarding, lodging, bed & breakfast  Home occupation  
 Office, bank  Day Care  Mercantile  Manufacturing  
 Other \_\_\_\_\_

**- IMPORTANT NOTICE -**

All applications must include a description of the proposed work. For building conversions, modifications and/or additions, a site plan drawn to scale showing lot size, lot area, setbacks, structures, coverage, off-street parking, flood plain data, along with a building plan drawn to scale and a set of specifications are required. Codes office may require additional information.

**APPROVED PLANS ARE VALID FOR 180 DAYS**

All permits shall be in compliance with the Uniform Construction Code adopted under Borough ordinance Chapter 114. This permit may be revoked under a mistake of fact or contrary to the law or provisions of the code as per Chapter 260-126(G) or the UCC.

**D -- DESCRIPTION OF WORK** *(All work shall be constructed and inspected in accordance with Borough Specifications)*

**C -- IDENTIFICATION OWNER**

**CONTRACTOR**

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 E-MAIL: \_\_\_\_\_

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 E-MAIL: \_\_\_\_\_

I hereby certify that the proposed work is authorized by the owner(s) of record and I have been authorized to submit this application as the owner's designated agent. I further agree to conform to all applicable Borough laws, standards and ordinances and have provided proof of insurance as required by the Pennsylvania Workers' Compensation Act 44.

**FAILURE TO PICK UP A PERMIT WITHIN FIVE (5) DAYS OF NOTIFICATION WILL RESULT IN A CITATION**

\_\_\_\_\_  
*(Owner's signature)*

\_\_\_\_\_  
*(Contractor's signature)*

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

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

**CALL BEFORE YOU DIG**

Pennsylvania law requires 3 working days notice for the construction phase and 10 working days in the design stage.

**PA ONE CALL 1-800-242-1776**

# BOROUGH OF MIDDLETOWN - BUILDING & USE PERMIT APPLICATION

**PLAN APPROVED BY:** \_\_\_\_\_

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

**PERMIT NO:** \_\_\_\_\_

**Tax Parcel:** \_\_\_-\_\_\_-\_\_\_\_\_

**District:** \_\_\_\_\_ **Ward:** \_\_\_\_\_

This plan approved in accordance with the Pennsylvania Uniform Construction Code adopted by the Borough of Middletown under Ordinance 1177 dated May 3, 2004 as part of the permit application process. This permit becomes invalid if no work begins within 180 days after issuance or if work is suspended or abandoned for 180 days after commencing. A copy of this plan and the associated permit will be sent to the Dauphin County Office of Tax Assessment for their records.

This application has been reviewed under Chapter 260-126(A) for compliance with the Borough of Middletown Zoning Ordinance.

**NOTE: Costs for Third Party plan reviews shall be the responsibility of the applicant and are not part of the permit fee.**

**FLOOD DISTRICT:** \_\_\_\_\_

**Construction Type: IBC Table 601:** \_\_\_\_\_

**Use Group: IBC Chapter 302:** \_\_\_\_\_

### Inspections required:

**Residential: Ref: UCC 403.64(d)**

- Foundation
- Plumbing, mechanical, electrical
- Framing & Masonry
- Drywall
- Final

**Commercial: Ref: UCC403.45(e)**

- General Building (footers, foundation, framing, etc.)
- Plumbing, mechanical, electrical
- Accessibility
- Fire assemblies/protection
- Energy
- Final

*NOTE: Third Party inspections required for Electric, Gas and HVAC. All other inspections by the Borough or approved representatives.*

### FEE CALCULATIONS

Building \_\_\_\_\_ = \_\_\_\_\_

Electric \_\_\_\_\_ = \_\_\_\_\_

Plumbing \_\_\_\_\_ = \_\_\_\_\_

HVAC \_\_\_\_\_ = \_\_\_\_\_

Fire code correction \_\_\_\_\_ = \_\_\_\_\_

Inspection \_\_\_\_\_ = \_\_\_\_\_

State Charge \_\_\_\_\_ = \_\_\_\_\_

**PERMIT FEE** \_\_\_\_\_

*Third Party inspection costs are not included in the permit fee.*

*Borough inspection costs are \$60/hour*