*Mandatory: you must keep a clean job site, including Township roads.

MIDDLE PAXTON TOWNSHIP
DAUPHIN BOROUGH
UNIFORM CONSTRUCTION CODE
PERMIT PACKAGE

The completed application and required documents can be submitted by mail or in person.

Mailing Address: Middle Paxton Township
P.O. Box 277
Dauphin, PA 17018

Physical Address: Middle Paxton Township
10 Elizabeth Avenue
Dauphin, PA 17018

Call, Fax or E-mail questions to:

Phone: (717) 921-8128
FAX: (717) 474-8146
E-mail: middlepaxtontwp@comcast.net

NOTE: All structural information must comply with Pennsylvania UCC – International Residential Code, 2009 Edition. Structural elements not found in the IRC must be sealed by a professional engineer or architect registered in the State of Pennsylvania, or comply with other professionally recognized evaluation services.

NOTE: All building permit information including drawings etc., are open to public inspection and copies can be made by request in accordance to the Open Records Policy.
INSTRUCTIONS FOR COMPLETING
UNIFORM CONSTRUCTION CODE PERMIT

When should you complete the Permit?
Any owner or authorized agent who intends to construct, enlarge, move, demolish, or change the occupancy of a building or structure. See Exceptions documents for details.

Instructions for Completing the Permit:
LOCATION OF PROPOSED WORK OR IMPROVEMENT
Site Location – Provide the physical address, tax parcel and lot number (if applicable). When providing directions, provide street name and house number.

TYPE OF WORK OR IMPROVEMENT
Check the appropriate box for all types of work to be done. Describe in detail what work will be done on provided space. Describe where in the structure (if not a new construction) work will be completed and estimated time until completion.

ESTIMATED VALUE OF CONSTRUCTION
List the fair market value of construction. If project utilizes a Contractor, please provide contractor’s written estimate. Commercial Projects only or if Residential dwelling exceeds 5000 sq. ft.

DESCRIPTION OF BUILDING USE
If residential:
Choose single-family home or two-family home. If in townhouses, choose two-family home.
If non-residential:
List use of new construction (i.e. restaurant, warehouse, school, etc.)
List use group (see Chapter 3 of the International Building Code).

BUILDING/ SITE CHARACTERISTICS
List the number of dwelling units that are existing or proposed on the property
List the primary method chosen to calculate the energy rating of the building envelope.
Calculations indicating energy compliance must be provided with application submission
(for both residential and commercial)
Check the appropriate box if the structure will have water, sewer, fireplace, elevator/etc., sprinkler system, pressure vessels for a water heater, or refrigeration systems for air conditioning. Elevators, lifts & escalator require Labor & Industry approval and inspections.

BUILDING DIMENSIONS
List the gross footage of the structure that will be constructed, or the square footage to be remodeled under the permit. Square footage also includes, but not limited to basements, garages, covered porches, decks.
List the number of stories, height of structure above the ground surface (grade) and the largest open floor space within the structure.

FLOODPLAIN
Check the appropriate box if the site is located in the floodplain or if any portion of the site in the floodplain will be developed. Floodplain maps are available at the Federal Emergency Management Agency’s (FEMA) website.
CONSTRUCTION PLANS AND SPECIFICATIONS/ SITE PLAN
*Submit three (3) complete sets of drawings and plans that contain the information listed below. Drawings and plans must be submitted on minimum 18” x 24” or larger paper. All sheets are to be the same size and sequentially labeled. Plans are to be clearly legible, with scaled dimensions, (do not use pencil for drawings.) Plans will not be accepted that are marked preliminary or not for construction, that have red lines, cut and paste details or those that have been altered after the design professional has signed the plans. Please Note: A separate submittal of plans is required for each building or structure.

Floor Plan with:
A. Location and size of walls, windows, doors, and stairs.
B. Beams and headers, with supports and attachments.
C. Ceiling joist directions, size and spacing.
D. Electrical receptacles, switches, lights, and smoke detectors, complete circuiting.

Foundation/ first floor framing plan with:
A. Specific wall footing width and depth.
B. Foundation wall size and construction type.
C. Floor slab details.
D. Pier and footing sizes with dimensions for their location and spacing.
E. Girder sizes and locations, floor joist direction, size, spacing and species.
F. Crawlspace vent calculations, access door size and location.
G. Anchor bolts location and spacing.

Roof Framing showing:
A. Direction, size, and spacing, of rafters as well as special ridges or support for vaults, cathedral areas and valleys.
B. Roof vent calculations and roof coverings.

Elevation views
A. Show grade elevations relative to building foundation.
B. Show exterior decks, porches, and steps.

Building Cross Section:
A. Representative cross section with framing members called out.

Miscellaneous information:
A. Insulation values for floors, walls and ceilings.
B. Attic access, elevations, and calculated areas for finished floor spaces and garage.
C. Species and grade of framing members.

NOTE: All structural information must comply with Pennsylvania UCC – International Residential Code, 2009 Edition. Structural elements not found in the IRC must be sealed by a professional engineer or architect registered in the State of Pennsylvania, or comply with other professionally recognized evaluation services.
Climatic and Geographic Design Criteria
Dauphin Co.

For municipalities located in Dauphin County, new construction and alterations must adhere to the following climatic and geographic design criteria.

<table>
<thead>
<tr>
<th>Ground Snow Load (1)</th>
<th>Wind Speed (mph)</th>
<th>Seismic Design Category</th>
<th>Concrete Weathering</th>
<th>Frost Line Depth(1)</th>
<th>Termite</th>
<th>Decay</th>
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<tr>
<td>35 psf</td>
<td>90</td>
<td>B</td>
<td>Severe</td>
<td>40”</td>
<td>Moderate to Heavy</td>
<td>Slight to Moderate</td>
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<table>
<thead>
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<th>Winter Design Temp.</th>
<th>Ice Shield Underlayment Required</th>
<th>Flood Hazards</th>
<th>Climatic Zone</th>
<th>Radon Potential</th>
<th>Air Freezing Index</th>
<th>Mean Annual Temp.</th>
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<tr>
<td>0 Deg. Fahrenheit</td>
<td>YES</td>
<td>Check with Municipality</td>
<td>12</td>
<td>High</td>
<td>1000</td>
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</table>

(1) Set by local jurisdiction.

NOTE: Use Soil Load-bearing value of 1,500 psf for footing design unless a formal GeoTechnical Report indicated otherwise.
EROSION AND SEDIMENT POLLUTION CONTROL
IN DAUPHIN COUNTY

LANDOWNER INFORMATION FACT SHEET

WHY CONTROL SEDIMENT?

By volume, sediment is the largest source of pollution to the streams of Pennsylvania and Dauphin County. Sediment pollution can cause serious physical and biological problems in our streams. Sediment deposits can cause streams to shift thereby eroding banks, undercutting roads, clogging culverts and creating nuisance flooding problems. Sediment also has an adverse impact on stream health by altering the instream ecological conditions. This impacts the insects, fish, and other organisms that live in or depend on the streams for survival.

One of the greatest contributors of sediment to our streams is earth disturbance associated with construction projects. When the earth is disturbed, the bare soil is easily eroded and washed into local streams. Fortunately, there are measures that can be taken to allow construction to take place and at the same time prevent eroded sediment from reaching and degrading the streams in your neighborhood. These measures are known as Best Management Practices or BMPs. BMPs are methods that are employed during construction to minimize erosion and to keep eroded soil on site and out of our streams. These measures are required by regulation in Pennsylvania in Title 25, Environmental Protection, Chapter 102 Erosion and Sediment Control and Stormwater Management Rules & Regulations.

WHO ADMINISTERS THE EROSION AND SEDIMENT CONTROL REGULATIONS?

The Dauphin County Conservation District is delegated by the Department of Environmental Protection to conduct certain activities for the Erosion and Sediment (E&S) Pollution Control program and the National Pollutant Discharge Elimination System (NPDES) program for stormwater discharges from construction activities in Dauphin County.

Also, DEP Rules and Regulations state that a municipality or county which issues building or other permits shall notify the Department or Conservation District within 5 days of receipt of an application for a permit involving an earth disturbance activity consisting of 1 acre or more. With the exception of local stormwater approvals and authorizations, a municipality or county may not issue a building or other permit or approval until an NPDES or E&S permit, if necessary, has been obtained from the Conservation District or DEP.

WHERE CAN I READ THE REGULATIONS?

Dauphin County Conservation District web site: www.dauphincd.org. Click on Earth Disturbance/Erosion and Sedimentation then select New Chapter 102 Regulations.

WHAT SHOULD I DO?

- Determine the size of proposed disturbance area.
- Contact your local municipality for any ordinances requiring Erosion and Sedimentation Control Plans be submitted to the conservation district for review and approval. Some municipalities may require E&S plan review and approval even if not required by state regulation.
- Contact the Dauphin County Conservation District for information on plan development, permits and plan submissions and fees.
- Develop a plan to prevent erosion and sediment pollution of streams and adjoining lands and obtain any approvals and permits if needed.

Continued on reverse
USE THIS HANDY CHART TO DETERMINE REQUIREMENTS FOR YOUR PROJECT OR ACTIVITY

<table>
<thead>
<tr>
<th>REQUIREMENTS</th>
<th>DISTURBANCE &lt; 5000 SQ. FT.</th>
<th>DISTURBANCE &gt;5000 SQ. FT.</th>
<th>DISTURBANCE 1 ACRE OR MORE</th>
<th>AGRICULTURAL P.T. &amp; AHUA</th>
<th>TH &amp; RM ACTIVITIES</th>
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<tr>
<td>Installation of E&amp;S BMPs</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
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<tr>
<td>Required E&amp;S Written Plan</td>
<td>Required in Certain Circumstances Contact Conservation District</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
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<tr>
<td>Required E&amp;S Plan Approval</td>
<td>If required by municipality or other regulations</td>
<td>If required by municipality or other regulations</td>
<td>YES</td>
<td>NO</td>
<td>If required by municipality, other regulations, or if = or &gt; 25 acres of disturbance</td>
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<tr>
<td>NPDES Permit Required</td>
<td>NO</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
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<tr>
<td>E&amp;S Control Permit</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>YES</td>
<td>If = or &gt; 25 acres of disturbance</td>
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<tr>
<td>Required PCSM Plans</td>
<td>NO</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
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</tbody>
</table>

AGRICULTURAL P. T. & AHUA - Agricultural Plowing, Tilling & Animal Heavy Use Area
TH & RM - Timber Harvesting & Road Maintenance
E&S - Erosion and Sediment
BMPs (Best Management Practices) - e: Silt Barriers, Inlet Protection
PCSM - Post Construction Stormwater Management Plan

For more information on erosion and sediment control, contact the Dauphin County Conservation District Team Member that serves your municipality at 717-921-8100.

<table>
<thead>
<tr>
<th>MUNICIPALITY</th>
<th>TEAM MEMBER</th>
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<tbody>
<tr>
<td>Berrysburg Boro</td>
<td>East Hanover Twp</td>
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<tr>
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<tr>
<td>Mifflin Twp</td>
<td>Millersburg Boro</td>
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<td>Royalton Boro</td>
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<tr>
<td>Dauphin Boro</td>
<td>Halifax Boro</td>
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<tr>
<td>Harrisburg City</td>
<td>Middle Paxton Twp</td>
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<td>Reed Twp</td>
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<td></td>
<td>Justin Challenger</td>
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<td>Steven Frey</td>
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<td></td>
<td>Richard Snyder</td>
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<td>Paul Wentz</td>
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</tbody>
</table>

February 3, 2011
MIDDLE PAXTON TOWNSHIP BUILDING PERMIT APPLICATION

Building Permit #: ____________________________  Parcel #: ____________________________  
Permit Date: ____________________________  Exp. Date: ____________________________

County: ____________________________  Municipality: ____________________________

Site Address / Location of Construction: ____________________________________________
Lot #: ____________________________ Subdivision / Land Development: ____________________________  Phase: ____________________________  Section: ____________________________

Owner: ____________________________________________  Phone #: ____________________________  Fax #: ____________________________  E-Mail: ____________________________
Mailing Address: ____________________________________________

Principal Contractor: ____________________________________________  Phone #: ____________________________  Fax #: ____________________________  E-Mail: ____________________________
Mailing Address: ____________________________________________

Design Professional: ____________________________________________  Phone #: ____________________________  Fax #: ____________________________  E-Mail: ____________________________
Mailing Address: ____________________________________________

TYPE OF WORK OR IMPROVEMENTS (Check One)  Commercial  Residential
□ New Building  □ Addition  □ Alteration  □ Repair  □ Demolition  □ Swimming Pool
□ Accessory Building  □ Change of Use  □ Plumbing  □ Mechanical  □ Electrical  □ OTHER
Description of Work & Size: ____________________________________________

BUILDING CHARACTERISTICS

Concrete  Block  Wood  Steel  Brick  Stone

Foundation Material
Floor Construction
Roof Construction
Exterior Wall Construction

Proposed Building Area: ____________________________ sq. ft.
Number of Stories: ____________________________
Height of Structure Above Grade: ____________________________
Total Building Area: ____________________________ sq. ft.

Utility Characteristics

Heat Source  Electric  Gas  Oil  Other
Heat Type  Forced Air  Heat Pump  H/W Steam  Electric Base
Other

Water Service: (Check)  □ Public  □ Private
Sewer Service: (Check)  □ Public  □ Private
Central Air: (Check)  □ YES  □ NO

Interior Characteristics

# of Bedrooms ______  # of Baths ______  # of Powder Rooms ______  # of Fireplaces ______
Square Footage of Finish Basement ____________________________

Estimated Costs of Construction ____________________________________________

Permit Fee ____________________________________________
FLOODPLAIN

Is the site located within an identified flood hazard? (Check One) □ YES □ NO
Will any portion of the flood hazard area be developed? (Check One) □ YES □ NO □ N/A

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the Middle Paxton Township Floodplain Ordinance, the National Flood Insurance Program and the Pennsylvania Floodplain Management Act (Act 166-1978), Specifically Section 60.3

Lowest Floor Level: ____________

The applicant certifies 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 (Uniform Construction Code) and any additional approved building code requirements adopted by Municipality. **The property owner and applicant assume the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc.** 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 the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit shall be made by the owner(s) of the building, land or structure.

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.

_________________________                        _________________________
Signature of Owner(s)                              Print Name of Owner(s)

_________________________                        _________________________
Signature of Owner(s)                              Print Name of Owner(s)

Directions to Site: ________________________________
Middle Paxton Township
Application for Building or Zoning Permit

Permit No. __________________ Tax Map No. ___________________________ Date: ____________

Property located at: ______________________________________________________

Owner's Name: __________________________ Phone No. _______________________

Address: __________________________________________________________________

A. Application is for:
   __ New Building
   __ Addition to Building
   __ Accessory Building
   __ Temporary Building
   __ Swimming Pool
   __ Home Occupation
   __ Change of Use
   __ Sign (Type)

B. Purposed Use:
   __ One Family Dwelling
   __ Two-Family Dwelling
   __ Multi-Family Dwelling
   __ Industrial Bldg. (Type) __________________________
   __ Professional Bldg.
   __ Commercial (Type) __________________________
   __ Accessory Use
   __ Other (Type) ____________________

C. Subdivision Information
   Name of Plan __________________________

   Lot No. __________________________

   Type of Lot __________________________

   Existing Bldg's __________________________

   Size of Building or Addition __________________________

   Attach Plot Plan showing lot, lot dimensions, building location, size of building and set-backs

   Applicants Name __________________________ Phone No. _______________________

   Contractor's Name __________________________ Phone No. _______________________

   (Attach Workmen's Compensation Form)

   Sewage Permit No. __________________________ Zone __________________________

   "I understand that the statements above are subject to penalties under 18 Pa. Con. Stat. Ann. Section 4909 relating to unsworn falsification to authorities."

   __________________________________________
   Signature of Applicant
Thank you for coming to the Attorney General's website to see if a home-improvement contractor is registered. We have made this site user-friendly and accessible.

While the law requires contractors to register with the Attorney General’s office, this registration is not an endorsement of their honesty or quality of work. For this reason, in addition to seeing whether a contractor is registered with the Attorney General’s office, you should also:

- Check with the Better Business Bureau.
- Thoroughly check your contractor’s references.
- Obtain more than one bid for the job.

Click here for helpful information in selecting a contractor. To verify the registration of a home improvement contractor, go to the List of Registered Contractors section of our website.

Consumers or businesses can call our Home Improvement Registration Hotline, at 1-888-520-6680, to report unregistered contractors operating in their communities. Complaints about unregistered contractors can also be emailed to our office at: HIC@attorneygeneral.gov

PLEASE PROVIDE YOUR REQUIRED HOME IMPROVEMENT CONTRACTOR'S LICENCE #

FAILURE TO PROVIDE THIS NUMBER WILL RESULT IN YOUR BUSINESS BEING REPORTED AS AN UNREGISTERED BUSINESS.
Workers' Compensation Insurance Coverage Information

A. The applicant is: (select one)

☐ 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.__________________________________

(Certificate 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 worker's 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.

Signature of Applicant_____________________________________________________

Address_______________________________________________________________

County of_____________________________________________________________

Municipality_____________________________________________________________
B. (FOR CODE ADMINISTRATOR USE ONLY)

ADDITIONAL PERMITS/APPROVALS REQUIRED
☐ STREET CUT/DRIVEWAY
☐ PENNDOT HIGHWAY OCCUPANCY
☐ DEP FLOODWAY OR FLOODPLAIN
☐ SEWER CONNECTION
☐ ON-LOT SEPTIC
☐ ZONING
☐ OTHER

APPROVALS
BUILDING PERMIT DENIED: Date: ______________ Date Returned: ______________

BUILDING PERMIT APPROVED: Date: ______________
CODE ADMINISTRATOR

Date Issued ______________ Date Expires ______________ PERMIT # ______________

BUILDING PERMIT FEE $ ______________ CHECK # ______________

PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)
Type of document: Submitted Signed & Sealed Date: Revision Date:
Foundation Plans ☐ Yes ☐ No ☐ Yes ☐ No ______________
Construction Drawings ☐ Yes ☐ No ☐ Yes ☐ No ______________
Electrical Drawings ☐ Yes ☐ No ☐ Yes ☐ No ______________
Mechanical Drawings ☐ Yes ☐ No ☐ Yes ☐ No ______________
Plumbing Drawings ☐ Yes ☐ No ☐ Yes ☐ No ______________
Specifications ☐ Yes ☐ No ☐ Yes ☐ No ______________
Flood Hazard Area Data ☐ Yes ☐ No ☐ Yes ☐ No ______________
Workers Comp. Certificate ☐ Yes ☐ No ☐ Yes ☐ No ______________

DATE STAMP:
# INSPECTION CHECKLIST

**FOR CODE ADMINISTRATOR USE ONLY**

Address: ____________________________  Permit #: ____________________________

<table>
<thead>
<tr>
<th>Required</th>
<th>Type</th>
<th>Date</th>
<th>Inspector</th>
<th>Comments</th>
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BUILDING PERMIT
INSPECTION SHEET

INSTRUCTIONS: NOTED ON THIS SHEET MAY BE SCHEDULED BY TELEPHONE
WITH AT LEAST A 48-HOUR NOTIFICATION. WORK SHALL NOT PROCEED UNTIL THE FIELD
INSPECTION HAS BEEN APPROVED. ALL INSPECTIONS TO BE PERFORMED BY THE TOWNSHIP OR THE THIRD PART.

SUPERIOR WALL SYSTEM:
FOOTING: Prior to installing stone bed & setting walls.
FOUNDATION: After 1st floor joist and deck are set, prior to backfilling.

CONCRETE/ MASONRY SYSTEM:
FOOTINGS: Prior to pouring concrete.
FOUNDATION: Prior to backfilling.

ABOVE GROUND PLUMBING: Prior to covering, drainage & water test required.

ELECTRICAL ROUGH-IN: Prior to covering, all wiring & boxes shall be installed. All grounds shall be made for this

MECHANICAL ROUGH-IN: Prior to covering. Gas piping test is required.

FRAMING: Prior to insulation or covering

INSULATION: Prior to drywall

DRYWALL: Prior to finishing.

ELECTRICAL FINAL: All equipment, fixtures, & devices shall be functional.

MECHANICAL FINAL: All equipment shall be set & functional.

PLUMBING FINAL: All equipment & fixtures shall be set & functional.

FINAL: PRIOR TO ANY USE OR OCCUPANCY.

PERMIT HOLDER:

ADDRESS:

PERMIT NUMBER: ____________________ DATE: __________________

This permit is valid for one year and construction shall commence within six (6) months of permit
issuance. Application for Certificate of Use and Occupancy must be filled out and returned prior to the
final inspection approval.
ORDINANCE


BE IT ENACTED AND ORDAINED by the Supervisors of the Township of Middle Paxton, Dauphin County, under and by virtue of the authority contained in the Second Class Township Code, and it is hereby ENACTED AND ORDAINED by the authority of the same as follows:

The Middle Paxton Township Building Permit Ordinance is hereby amended to add the following to TITLE I, ARTICLE I.

TITLE I, ARTICLE I

Section 2 d. General Building Permit Ordinance

d. Any individual or firm applying for a building permit for a residential structure or addition thereto shall be required by the time the project is completed to install or have installed the following:

1. At least one smoke detector per floor on each individual dwelling unit. Said smoke detector may be battery operated or hard wired.

2. Reflective street number sign. The numbers must be a minimum of (3) inches in height. Said sign or numbers to be clearly visible at the driveway entrance to the property.

If any section, clause, provision or portion of these regulations shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of these regulations.

These ordinance amendments shall become effective in accordance with law.