Bear Creek Twp. Building Permit Application

Permit Fee: _____

Zoning Fee: _____

Sewer Fee: _____

1151 Route 315, Dolphin Plaza, Wilkes-Barre, PA 18702
Phone: 570-270-3900 Fax: 570-270-3892

Permit #: _____

*** Fill out ONLY applicable blocks. If unknown, leave blank.

Date: _____

Site Address: _____ Tax Parcel #: _____

Lot #: _____ Subdivision / Land Development: _____

Owner: _____ Phone #: _____ Fax #: _____

Mailing Address: _____ Email: _____

Contractor: _____ Phone #: _____ Fax #: _____

Mailing Address: _____ Email: _____

Architect: _____ Phone #: _____ Fax #: _____

Mailing Address: _____ Phone #: _____ Fax #: _____

Type of Work of Improvement (Check All That Apply)

☐ New Building ☐ Foundation Only ☐ Alteration ☐ Demolition ☐ Relocation
☐ Addition ☐ Change of Use ☐ Plumbing ☐ Mechanical ☐ Electrical

Describe the proposed work: _____

_____

Cost of Construction: $ _____ Utility Company Job # _____

Description of Building Use (Check One)

RESIDENTIAL
☐ One-Family Dwelling
☐ Two-Family Dwelling
☐ Multi-Family
# of Units ____

NON-RESIDENTIAL
Specific Use: _____
Use Group: _____
Change in Use: ☐ Yes ☐ No
If Yes indicate former use: _____
Maximum Occupant Load: _____
Maximum Live Load: _____

Building / Site Characteristics

Number of Residential Dwelling Units:_____Existing, _____Proposed

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

Water Service ☐ Public ☐ Private

Sewer Service ☐ Public ☐ Private Septic Permit #:_____

Does or will your building contain any of the following:

Fireplace(s): Number _____ Fuel Type_____ BTU's_____ Vent Type:_____

Elevator / Escalators / Lifts / Moving Walks: ☐ Yes ☐ No

Sprinkler System: ☐ Yes ☐ No

Pressure Vessels: ☐ Yes ☐ No

Refrigeration System: ☐ Yes ☐ No

Building Dimensions

Existing Building Area: _____ Sq. Ft. Number of Stories: _____

Proposed Building Area: _____ Sq. Ft. Height of Structure Above Grade: _____

Total Building Area: _____ Sq. Ft. Area of the Largest Floor: _____

Flood Plain

Is the site located within an identified flood prone area?: ☐ Yes ☐ No

Will any portion of the flood prone area be developed?: ☐ Yes ☐ No ☐ N/A

Owner / Agent shall verify that any proposed construction activity complies with the requirements of the National Flood insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically Section 60.3 (d).

Historic District

Is the site located in a Historic District?: ☐ Yes ☐ No

If any construction is within a Historic District, a certificate of appropriateness may be required by the Municipality.

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 the Municipality. The property owner and applicant assumes the responsibility of locating all property lines, seback 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 or lessee of the building or structure, or agent of either, or by the registered design professional employed in connection with the proposed work.

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. ****Permit Fees Are NON-REFUNDABLE****

_____ _____

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

For Code Administrator Use Only

Additional Permits / Approvals Required:

		Approved:	
☐	Street Cut / Driveway	☐ Yes	☐ No
☐	Cut and Fill	☐ Yes	☐ No
☐	PennDOT Highway Occupancy	☐ Yes	☐ No
☐	DEP Floodway or Floodplain	☐ Yes	☐ No
☐	Sewer Connection	☐ Yes	☐ No
☐	On-Lot Septic	☐ Yes	☐ No
☐	Zoning	☐ Yes	☐ No
☐	Historical & Architectural Review Board	☐ Yes	☐ No
☐	Stormwater Management	☐ Yes	☐ No
☐	Other (list)		

Approvals:

Building Permit Denied: Date: _____ Date Returned: _____

Building Permit Approved: Date: _____

Code Administrator: _____

Date Issued: _____ Expires On: _____ Permit #: _____

Building Permit Fee: $ _____

Project Documents (Drawings and Calculations)

Type of Documents:

Foundation Plans	☐ Yes	☐ No
Construction	☐ Yes	☐ No
Electrical	☐ Yes	☐ No
Mechanical	☐ Yes	☐ No
Plumbing	☐ Yes	☐ No
Specifications	☐ Yes	☐ No
ADA	☐ Yes	☐ No
Workers Comp.	☐ Yes	☐ No

Bear Creek Twp Residential Permit Fee Schedule

Cost of Work	Total Permit Fee
$1.00 - $500.00	$24.50
$500.01 - $600.00	$29.50
$600.01 - $700.00	$34.50
$700.01 - $800.00	$39.50
$800.01 - $900.00	$44.50
$900.01 - $1,000.00	$49.50
$1,000.01 – $2,000.00	$64.50
$2,000.01 – $3,000.00	$79.50
$3,000.01 – $4,000.00	$94.50
$4,000.01 – $5,000.00	$109.50
$5,000.01 - $6,000.00	$124.50
$6,000.01 - $7,000.00	$139.50
$7,000.01 - $8,000.00	$154.50
$8,000.01 - $9,000.00	$169.50
$9,000.01 - $10,000.00	$184.50

$10,000.01 and above will be $200.00 plus $7.50 for each additional $1,000.00
Plus 25% administration fee, plus $4.50 state fee

Residential Electrical Service Fee is a flat rate of $104.50

FAILED inspections are subject to an additional charge of $65.00 per inspection

Cost of work will be based upon the contract provided with application OR the Higher of the Code Officials estimate based on either the most recent edition of the R. S. Means Co., Inc. "Construction Data Book" or by Marshall & Swift.

FEES WILL BE DOUBLED FOR THOSE FAILING TO SECURE PERMIT PRIOR TO START OF WORK

Make check or money order payable to: **Bear Creek Township**
3333 Bear Creek Boulevard
Bear Creek Township PA 18702

Bear Creek Twp Commercial Permit Fee Schedule

Cost of Work	Permit Fee
$1.00 - $500.00	$29.50
$500.01 - $600.00	$35.75
$600.01 - $700.00	$42.00
$700.01 - $800.00	$48.25
$800.01 - $900.00	$54.50
$900.01 - $1,000.00	$60.75
$1,000.01 – $2,000.00	$79.50
$2,000.01 – $3,000.00	$98.25
$3,000.01 – $4,000.00	$117.00
$4,000.01 – $5,000.00	$135.75
$5,000.01 - $6,000.00	$154.50
$6,000.01 - $7,000.00	$173.25
$7,000.01 - $8,000.00	$192.00
$8,000.01 - $9,000.00	$210.75
$9,000.01 - $10,000.00	$229.50

$10,000.01 and above will be $200.00 plus $10.00 for each additional $1,000.00
Plus 25% administration fee, plus $4.50 state fee

Commercial Electrical Service Fee is a flat rate of $154.50

FAILED inspections are subject to an additional charge of $65.00 per inspection

Cost of work will be based upon the contract provided with application OR the Higher of the Code Officials estimate based on either the most recent edition of the R. S. Means Co., Inc. "Construction Data Book" or by Marshall & Swift.

FEES WILL BE DOUBLED FOR THOSE FAILING TO SECURE PERMIT PRIOR TO START OF WORK

Make check or money order payable to: **Bear Creek Township**
3333 Bear Creek Boulevard,
Bear Creek Township PA 18702

Permit Fee Worksheet for COMMERCIAL projects in Excess of $10,000.00

Please refer to the fee schedule on Page 5 for Commercial Projects
Electrical Services are a flat fee of $154.50 and this page is not required

Cost of Construction	$ 1,000,000.00
First $10,000 of the project cost	**$200.00**
$10.00 per each additional $1,000	$ 9,900.00
Subtotal Permit Fee	$ 2,300.00
25% of the permit fee	$ 575.00
$4.50 State fee	**$4.50**
Total Cost of Permit	$ 2,879.00

Permit Fee Worksheet for RESIDENTIAL projects in Excess of $10,000.00

Please refer to the fee schedule on Page 4 for Residential Projects
Electrical Services are a flat fee of $104.50 and this page is not required

Cost of Construction	
First $10,000 of the project cost	$200.00
$7.50 per each additional $1,000	
Subtotal Permit Fee	
$4.50 State fee	$4.50
Total Cost of Permit	

To schedule inspections please call or email us at the following: Office 570-270-3900.

Jason Humenanski Building Inspector
UCCconsultant@hotmail.com
Phone: 570-704-9478

Mark D. Bienias Plumbing & HVAC Inspector
MarkB@BHWinspections.com
Phone: 570-814-1048

*** Carbon Monixide Detectors Are Required To Be Provided For Any Residence That Contains A Fuel-Fired Appliance Or Has An Attached Garage**

The following inspections are required if applicable:

Concrete Foundation Wall Pre-Pour

Backfill Inspection (Prior to placement)

Underground Plumbing

Underground Electrical

Electrical Service (A Utility Company Job Number is required to be obtained from the utility company)

Basement Slab Pre-Pour

Rough Framing

Rough Wiring

Rough Plumbing

Rough Mechanical

Insulation / Energy Conservation

Wallboard

Final Building

Final Electrical

Final Plumbing

Final Mechanical

Wall Envelope Detail / Description

A Ceiling Insulation:
Type: _____ R-Value: _____

B Rafters / Trusses
Type: _____ Span: _____
Spacing _____

C Roof Sheathing
Type: _____ Thickness: _____

D Roof Underlayment
Type: _____

E Roof Covering
Type: _____

F Wall Insulation
Type: _____ R-Value: _____

G Wall Framing
Stud Size: _____ Spacing: _____

H Wall Sheathing
Type: _____ Thickness: _____

I Sub-Floor Sheathing
Type: _____ Thickness: _____

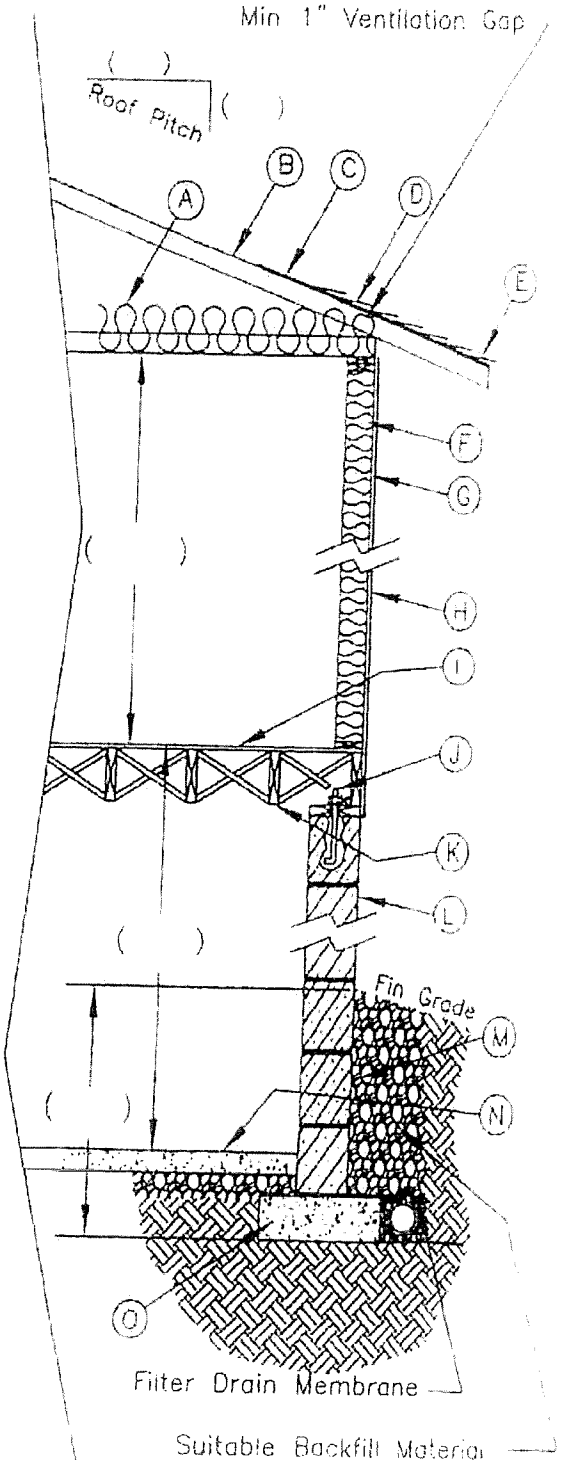
J Sill Plate Anchor
Type: _____ Spacing: _____

K Floor Joist / Truss
Type: _____ Span: _____
Spacing: _____

L Foundation
Type: _____ Thickness: _____

M Foundation Waterproofing System
Type: _____

N Floor
Type: _____ Thickness: _____

O Footer
Type: _____ Thickness: _____
Width: _____ Strength: _____

Minimum 42" Frost Depth Requirement