

# Township of North Huntingdon Application for Permit \_\_\_\_\_

11279 Center Highway, North Huntingdon, PA 15642 – 724-863-3806 ext. 220

Web: [www.nhtpa.us](http://www.nhtpa.us) Fax: 724-863-3825 email: [permits@nhtpa.us](mailto:permits@nhtpa.us)

## 1. Demolition Permit Request

Type of Structure \_\_\_\_\_

Address of Construction site \_\_\_\_\_

## 2. Property Information

Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_

E-mail \_\_\_\_\_

## MUST BE COMPLETED

### 3. Identification Information

Name

Address

TELEPHONE

Contractor \_\_\_\_\_

## 4. Application Checklist

Yes No N/A

- A. Contractor is Homeowner (Items A, B & C are non-applicable) ..... \_\_\_\_\_
- B. Survey with location of building being demolished..... \_\_\_\_\_
- C. See attached "Successful Application Approval" for further requirements ..... \_\_\_\_\_

## 5. Project Information

- A. \_\_\_\_\_ Total Square Footage (Including basement, attached garages, storage areas, and/or **areas of signs**)
- B. \_\_\_\_\_ Number of Stories
- C. \_\_\_\_\_ Certification of Utilities Disconnected
- D. \_\_\_\_\_ Sewage Re-inspection Permit

6. I, \_\_\_\_\_, attest that all information provided by me in this application is correct and true to the  
PRINT NAME  
best of my knowledge.

7. Signature: \_\_\_\_\_ Date \_\_\_\_\_

PERMIT FEES ARE NON-REFUNDABLE

## This section is to be completed by the Building/Zoning Officer

Parcel Tax ID # \_\_\_\_\_ Ward \_\_\_\_\_ Property Zoning Class \_\_\_\_\_ Permit Scanned \_\_\_\_\_

Permit Fee\$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid \_\_\_\_\_ / Fee in Lieu\$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid \_\_\_\_\_

Date: \_\_\_\_\_ Approved ☐ Denied ☐ Reason for Denial \_\_\_\_\_

Permit # \_\_\_\_\_

ZHB Approval: Yes ☐ Not Applicable ☐

\_\_\_\_\_  
Building Official/Zoning Officer

**NORTH HUNTINGDON TOWNSHIP**  
**Planning and Zoning Department**  
**Demolition Fee – Ordinance 2308**

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\$30.00 + \$.05 per square foot of structure to be demolished

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- ✓ Neighboring properties must be protected (i.e., silt fence)
- ✓ You must submit proof of all utility shut offs
- ✓ Any cement slab must be broken on demolition site
- ✓ Decomposable materials are **not** permitted to be buried on site
- ✓ Before backfilling the Sewage Authority inspector must do a final inspection of sewer cap
- ✓ Final inspection requires grading, seeding and mulch be in place
- ✓ Clean fill may be utilized on site (i.e., brick/block)

# **SUCCESSFUL APPLICATION APPROVAL**

*A complete packet must be submitted for review.*

*Construction may begin once an approved permit has been paid for  
and permit card is displayed on project site.*

## **Building Permit Application Packet**

- 1) Application form completed
- 2) Detailed project drawings
  - a. Footer design – show depth and reinforcement
  - b. Foundation plan
  - c. Framing detail – show size, spacing of studs, floor joist and roof rafters
  - d. Support beams – size and length, location of support for the beam
  - e. Materials to be used as exterior finish – brick, siding, wood or stone
- 3) Survey of property and where new structure will be located
  - a. This survey can be the survey obtained when property was purchased
  - b. Set back measurements from the front right of way, and the side property lines shown

## **Sign Permit**

- 1) Completed application form accompanied by a picture of desired sign with dimensions and square footage listed

## **Commercial & Home Occupancy**

- 1) Application form completed
- 2) A final inspection of business site must be done before an occupancy certificate can be issued and business can begin

## **Demolition Permit**

- 1) Application form completed with square footage of demolition project listed including basement & attached garages
- 2) Neighboring properties must be protected (silt fence, etc.)
- 3) Submit proof of all utility shut-offs
- 4) Cement slabs must be broken on demolition site
- 5) Decomposable materials are not permitted to be buried on site
- 6) Before backfilling the township building inspector must do a final inspection of sewer cap
- 7) Final inspection requires grading, seeding and mulch be in place
- 8) Clean fill may be utilized on site (brick/block)

## **Transient Permit**

- 1) Completed application form
  - a. 90-day permit

**North Huntingdon Township  
Planning and Zoning Department  
Fee Schedule  
Ordinance #2308**

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**FEE STRUCTURE**

**Payment due upon approval of permit  
Checks only – payable to North Huntingdon Township**

**(A) Building Permits**

1. **Residential New Construction and Additions**  
Residential, single family and multi-family, new construction \$0.50 or renovation / alteration \$0.35 per square foot + state fee. This includes basement and garage. The occupancy permit is included in the building permit fee.
2. **Residential Accessory Buildings & In-ground Pools**  
\$6.00 per \$1,000.00 of construction costs, (a minimum fee of \$44.00), + state fee.  
Accessory buildings less than 200 square feet are exempt from building permit requirement.
3. **Zoning Permit** (accessory buildings less than 200 SF) - \$30.00
4. **Commercial /Industrial /Public New Construction and Additions**  
\$7.50 per \$1,000.00 of construction costs, (a minimum fee of \$100.00), + state fee.

**(B) Occupancy Permits**

1. **Residential Occupancy Permit** (new construction only): \$25.00 permit fee included in the building permit fee. Permit issued upon final inspection
2. **Commercial Occupancy** (all uses other than residential): new construction or change in use of tenant. \$150.00

**(C) Demolition Permits**

1. \$30.00 plus \$0.05 per square foot of structure to be demolished

**(D) Sign Permit**

1. Permanent sign - \$2.75 per square foot
2. Temporary sign - \$75.00 per 90-day period not to exceed 1 year

**(E) Transient Permit**

1. \$300.00 for a 90-day period

**NORTH HUNTINGDON TOWNSHIP  
PLANNING AND ZONING DEPARTMENT REQUIRED  
INSPECTIONS**

Planning & Zoning Department 724-863-3806 extension #220

**24 HOUR NOTICE IS REQUIRED PRIOR TO SCHEDULING OF ANY INSPECTION!**

- A.     **FOOTER INSPECTION -**     Footer inspection made after caissons have been drilled or trenches cut and/or forms erected and required reinforcing steel is in place, **AND PRIOR TO PERMIT HOLDER SCHEDULING CONCRETE FOR THIS SITE.**
  
- B.     **FOUNDATION INSPECTION –**     made after foundation is completed, French-drain is installed, damp-proofing is applied and treated top plate is bolted or strapped in place.
  
- C.     When the construction involves a **STRESSED /ELEVATED CONCRETE FLOOR OR DECK**, the inspection must be made when the forms are in place and reinforcing steel is in position.
  
- D.     **ELECTRICAL – which shall be performed by an agency acceptable to the Township and the electrical utility company supplying the power. (Allegheny Power, West Penn Power)**
  
- E.     **STRUCTURAL FRAMING, PLUMBING, MECHANICAL, AND ROUGH INSPECTION:**  
When all structural framing is completed and prior to insulation and covering of wall, and the electrical system has been inspected as specified as above.
  
- F.     **DOWNSPOUT AND RAIN LEADERS** to their point of termination.
  
- G.     **FINAL INSPECTION** made after building is completed, final electrical inspection verified and structure is made ready for occupancy.

**\*Note:**           **Inside and outside sanitary sewer inspection shall be performed by the North Huntingdon Township Municipal Authority in accordance with the Building Code requirements.**

## ASBESTOS PROGRAM FOR CONTRACTORS WORKING IN PENNSYLVANIA

The Pennsylvania asbestos program includes federal and state regulations to help protect the public from exposure to hazardous amounts of airborne asbestos. The following is a brief summary of the regulations. Information in this fact sheet does not supersede any federal, state, or local requirements.

### WHAT IS ASBESTOS?

Asbestos is a generic term used to describe a variety of natural mineral fibers. From the early 1930s until the 1970s, manufacturers added asbestos to products for strength and to provide heat insulation and fire resistance. Asbestos also resists corrosion and is a poor conductor of electricity. Because few products contained all these properties, asbestos was widely used in the construction of homes, schools, and other buildings.

### HOW CAN PEOPLE BE EXPOSED TO ASBESTOS?

Most people are exposed to small amounts of asbestos in their daily lives. However, if materials containing asbestos are disturbed—for example sawed, scraped, or sanded into a powder—asbestos fibers are more likely to become airborne and inhaled into the lungs.

### HOW IS ASBESTOS REGULATED IN PENNSYLVANIA?

Because asbestos, in certain forms, has been determined to cause serious health problems, the Pennsylvania Department of Environmental Protection (DEP) regulates the removal, collection, transportation, and disposal of asbestos-containing materials (ACM). DEP's Air Quality Program has adopted and enforces the federal Environmental Protection Agency (EPA) 40 CFR Part 61 Subpart M, the Asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP) regulations, as amended on November 20, 1990. Should a project be subject to the NESHAP regulations, a minimum 10-working day notification of the project is required to be made to DEP. The EPA and DEP do not regulate the removal of ACM from single family residences or apartments with four or less units unless they are part of an installation.

The Pennsylvania Department of Labor and Industry (L&I) enforces the Pennsylvania Asbestos Occupations Accreditation and Certification Act of 1990 (Act 194 and Act 161), which requires certification for the following asbestos occupations: contractor, inspector, management planner, project designer, supervisor, and worker. L&I requires a five-day prior notification for friable asbestos of more than 3 square or linear feet on indoor projects at regulated facilities (including the EPA/DEP exempt private residence when the friable asbestos is removed by someone other than the homeowner). Notifications required by L&I should be submitted to DEP. Contact L&I at [CALBOIS@pa.gov](mailto:CALBOIS@pa.gov) or 717-772-3396 for more information regarding Act 194 and Act 161.

Contact the municipality where the project is located to find out if there are any local regulations.

### WHAT ARE SOME IMPORTANT DEFINITIONS IN THE ASBESTOS NESHAP REGULATIONS?

- *Friable ACM* is material containing more than one percent asbestos that, when dry, can be crumbled, pulverized, or reduced to a powder by hand pressure.
- *Nonfriable ACM* is material containing more than one percent asbestos that, when dry, **cannot** be crumbled, pulverized, or reduced to a powder by hand pressure. It is divided into two categories:
  - Category I includes asbestos-containing packings, gaskets, resilient floor coverings or vinyl asbestos floor tile, and asphalt roofing products.
  - Category II includes any other asbestos-containing material, except Category I nonfriable ACM, such as transite siding shingles, galbestos, concrete-type piping, and other ACM concrete-type products.
- *Regulated asbestos-containing materials (RACM)* are: (a) friable ACM; (b) Category I nonfriable ACM that has passively become friable by water damage, fire damage, or weathering; (c) Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting, drilling, or abrading; and (d) Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized or reduced to a powder in the course of demolition or renovation operations.
- *Demolition* – the wrecking or taking out of any load-supporting structural member of a facility together with any related handling operations **or** the intentional burning of any facility.
- *Renovation* – altering a facility or one or more facility components in any way, including the stripping or removal of RACM from a facility component.
- *Facility* – any institutional, commercial, public, industrial, or residential structure, installation, or building. A single residential building with four or fewer dwelling units is not a regulated facility under the NESHAP regulation unless it is part of an installation, which was previously subject to NESHAP regulations or its main use is not residential.
- *Installation* – a building or structure or any group of buildings or structures at a single demolition or renovation site that is under the control of the same owner or operator.

## WHAT DO I NEED TO KNOW BEFORE REMOVING ASBESTOS IN PENNSYLVANIA?

State regulations stipulate that it is illegal for anyone to engage in any asbestos occupation (worker, supervisor, project designer, inspector, management planner, or contractor) without proper certification from L&I. These requirements, along with a five-day notification prior to the start of any abatement or demolition project where ACM is present, are outlined in Acts 194 and 161. Contact L&I at [CALBOIS@pa.gov](mailto:CALBOIS@pa.gov) or 717-772-3396 for more information regarding these requirements.

The building must be thoroughly inspected for ACM prior to any renovation or demolition. If the amount of RACM that will be removed is more than 260 linear feet, 160 square feet, or 35 cubic feet, the project falls under the federal NESHAP regulations. This requires that a notification be postmarked, electronically submitted, or hand delivered to DEP at least **10 WORKING DAYS** prior to the start of the project.

**All demolitions of regulated facilities, as defined above, also require a 10-working day notification to DEP, regardless of the presence of asbestos.**

Additional regulations exist for demolition and renovation of any building containing ACM in Philadelphia and Allegheny Counties. In Philadelphia County, call 215-685-7576. In Allegheny County, call 412-578-8133. It is important to contact the appropriate office if the project is located in either of these counties.

## WHAT ARE THE PROCEDURES FOR NOTIFICATION?

DEP is transitioning away from paper to online asbestos abatement and demolition/renovation notifications. DEP held a webinar on Wednesday, March 14, 2018 to introduce and explain the new online system. A recording of the webinar can be accessed from the following hyperlink: Training Webinar ([MP4](#)) ([WMV](#)).

The **Online Asbestos Notification System** ([www.dep.pa.gov/asbestos](http://www.dep.pa.gov/asbestos)) is one of many applications on the DEP's **GreenPort** website. You will need to create a GreenPort account to access the system if you don't already have one. Regardless of how many DEP systems you want to access, only one GreenPort account is necessary. Once you create an account, you can self-register for the Online Asbestos Notification System by clicking on the "Enroll" button for ePermitting in the Application Enrollment menu, and then choosing "Asbestos" for the Program Area. Those having problems creating a GreenPort account should call the **DEP Service Desk** at 717-787-4357. A user guide can be found at the following hyperlink: [Online Asbestos Notification System User's Guide](#) (PDF).

While we strongly encourage the use of the Online Asbestos Notification System, links to the paper notification and its instructions are found at [www.dep.pa.gov/asbestos](http://www.dep.pa.gov/asbestos). Please mail paper notifications to the appropriate DEP regional office found in the instructions. Please contact the appropriate DEP regional office if you have questions or need additional information.

Note: The online or paper notification system is not for asbestos abatement and demolition/renovation projects in Philadelphia or Allegheny Counties. They each have their own online system.

**FEES:** If you are submitting an initial asbestos abatement or regulated demolition or renovation project that is subject to 40 CFR Part 61, Subpart M (relating to National Emission Standards for Hazardous Air Pollutants), or the Asbestos Occupations Accreditation and Certification Act (1990 Act 194 or Act 161), you must include a \$300 payment. The online notification system mentioned above accepts all major credit card or bank routing information. Paper notifications must include a \$300 check payable to "Commonwealth of Pennsylvania Clean Air Fund". Initial notifications will not be considered complete unless accompanied by the fee. No fee is due for a notification revision nor for fire training applications. This fee is not applicable for projects located within Allegheny or Philadelphia Counties.

## WHERE IS THERE MORE INFORMATION?

To obtain copies of the NESHAP regulations, the notification form or other information, please contact:

**Southeast Regional Office** – 484-250-5920 (Bucks, Chester, Delaware, and Montgomery counties)

**Northeast Regional Office** – 570-826-5547 (Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne, and Wyoming counties)

**Southcentral Regional Office** – 717-705-4702 (Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry, and York counties)

**Northcentral Regional Office** – 570-321-6580 (Bradford, Cameron, Centre, Clearfield, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, and Union counties)

**Southwest Regional Office** – 412-442-4107 (Beaver, Greene, and Washington counties)

**Southwest Regional Office** – 724-925-5428 (Cambria, Fayette, Somerset, and Westmoreland Counties)

**Northwest Regional Office** – 814-332-6634 (Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Indiana, Jefferson, Lawrence, McKean, Mercer, Venango, and Warren counties)

For work done in Philadelphia County, contact Air Management Services at 215-685-7576.

For work done in Allegheny County, contact Allegheny County Health Department at 412-578-8120.

For more information, visit [www.dep.pa.gov](http://www.dep.pa.gov).