

**BOROUGH OF ELIZABETH
ALLEGHENY COUNTY, PENNSYLVANIA
APPLICATION FOR ZONING PERMIT
Revised June 11, 2008**

Prior to making application for a Building Permit (see accompanying document "Applying for a Building Permit") please complete the following application and return to: Elizabeth Borough Secretary, 121 N. 2nd Avenue, Elizabeth, PA 15037.

Property Owner Name: _____

Street Address: _____

Mailing Address (if different): _____

Phone Number Day: _____ Evening: _____ Fax:

Email Address: _____

Block and Lot Number:

Subdivision Name: _____ Lot Number:

Check any of the following if applicable:

Changing current use of property/structure; Increasing square footage of structure/patio/porch deck/pool/fountain/pond

Increasing height of structure; Adding new structure/patio/deck/porch/pool/fountain/pond/fence

Relocating structure/pool/fence; Adding/refurbishing/paving driveway or sidewalk

Are changes to any of the following to be included in this project? Electrical Plumbing Mechanical (heating/air conditioning)

Work will be performed by Property owner (complete section *Estimated Project Cost*); Contractor (complete next section)

Prime Contractor Name: _____

Address: _____

Phone Number Day: _____ Evening: _____ Fax:

Email Address: _____

Total Contracted Price: \$ _____

Note: If more than one (1) contractor is to be contracted by the Owner, please attach complete contact information for each contractor to this application.

Architect Name (if applicable): _____

Address: _____

Phone Number Day: _____ Evening: _____ Fax:

Email Address: _____

Estimated project cost (reasonable fair market value): \$ _____

Will any portion of the flood hazard area be developed? Yes No

Is a highway occupancy permit required? Yes No

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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 Borough of Elizabeth. The property owner assumes the responsibility of locating any property lines, setback lines, easements, rights-of-way, flood areas, underground utilities, 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 of ordinances of the Borough of Elizabeth or any other governing body.

The undersigned acknowledges that the Borough Building and Plumbing Ordinance may impose requirements more stringent than those contained in PA Act 45 (Uniform Construction Code) and agrees that the construction will meet the requirements of the Borough Ordinances. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.

Application for a permit is hereby made by the owner of the building or structure and the contractor employed in connection with the proposed work.

I/we certify that the Borough Code Official'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. The undersigned verify that the statements made in this application and attachments are true and correct in all respects, and that any false statements made herein are subject to the penalties of 18 PA CSA §4904 relating to unsworn falsifications.

Application Date	_____	
Owner Name (print)	_____	Signature _____
Contractor Name/Title (print)	_____	Signature _____
Contractor Name/Title (print)	_____	Signature _____
Contractor Name/Title (print)	_____	Signature _____
Contractor Name/Title (print)	_____	Signature _____

FOR OFFICIAL USE ONLY

DATE APPLICATION RECEIVED _____ PERMIT NUMBER _____

DATE ISSUED _____

UCC Building Permit Required: Yes No - Explanation: _____

DATE DENIED _____ FOR THE FOLLOWING REASON:

SEE ADDITIONAL ATTACHMENTS

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GENERAL INFORMATION:

Elizabeth Borough has made application to administer and enforce (opted in) the Pennsylvania Universal Construction Code (UCC) and implemented a two (2) step procedure for making application for a building permit. This document section may be updated regularly, please request confirmation from the Borough Secretary that you have received the most recent publication.

Step One: Application for Zoning Permit

The purpose of the Zoning Application is for Planning Commission review of the proposed project to assure the project is in compliance with the Elizabeth Borough Zoning Ordinance. In an effort to make application and issuance of permits for construction and renovation projects a more cooperative and informative process, the Zoning Permitting process was implemented. Projects that may not be in compliance with the Zoning Ordinance can be identified and reviewed with the applicant prior to making significant expenditures for building permits, architectural drawings, variances, etc. In some cases, simple modifications to the proposed project may bring it into compliance or the applicant may discover that the project is not feasible or financially viable as presented.

The Elizabeth Borough Governing body, Commissions and Boards wish to encourage property owners to improve and develop their properties with as minimal as possible impedance and unnecessary financial burden while protecting adjacent property owners and assuring compliance with Comprehensive Community Development Plans.

Step Two: Application for Building Permit

Under UCC requirements, until such a time as Elizabeth Borough is granted "Opted In" status:

Commercial building permits, inspections and occupancy permits must be provided by the Pennsylvania Department of Labor and Industry (L&I). Note: any building/structure with three (3) or more apartments/dwelling units is considered commercial.

Residential building permits, inspections and occupancy permits must be provided by Certified Third Party Agencies. These are agencies that have been approved by Pennsylvania to provide these services and are directly contracted by the property owner. Elizabeth Borough will be contracting a designated Registered Third Party Agency at which time that Agency will be the designated Agency authorized to service Elizabeth Borough in regard to Residential permitting and inspections.

At this time, Commercial or Residential property owners are required to provide to the Elizabeth Borough Secretary two (2) copies of all applications, drawings, plans, permits, updates, changes, notices, inspection reports, etc., within ten (10) days of receipt from L&I and/or a Certified Third Party Agency.

For Commercial applicants and questions concerning Pennsylvania UCC requirements, contact:

Pennsylvania Department of Labor and Industry, Telephone (717) 787-3806.