

## **Borough of Sewickley**

### **Building and Zoning Permit Application Guidelines**

1. All permit applications must be completed before it will be reviewed for Zoning and Building Code compliance. Block & Lot information and copies of the Zoning Ordinance are available at the Borough Manager's Office.
2. All applications for additions, porches, accessory structures, fences and similar structures must include a sealed survey indicating applicable setbacks for all structures on the same lot.
3. Three (3) sets of building plans and/or specifications are to be submitted with the application for new structures, additions/alterations, and signs. All applications that involve commercial and/or structural work must include drawings and specifications signed and sealed by a licensed architect or engineer. All work must comply with the 2018 International Building Code as amended by Ordinance 1223.
4. Plans for structures other than 1 & 2 family dwellings must be submitted to a certified UCC Plans Examiner for review and approval, at the applicant(s)' expense.
5. The **OWNER** of the property must sign the Permit Agreement. The Permit Agreement must be notarized if the owner is not the applicant and the owner is not able to sign the Permit Agreement in the presence of the Building Official.
6. All applications for exterior work in the Steep Slope District must comply with all rules and regulations set forth in the Zoning Ordinance.
7. Pursuant to Ordinance 1193, all new structures shall have their respective roof storm water conveyed to a borough approved storm water system. If an approved storm water system is not available, a retention pit per borough specifications shall be provided at the applicants' expense.
8. The Zoning and Building Code Officer will act upon a **completed application** for a Building or Zoning application **within 30 days** of receiving the completed application.
9. If the work described in any Permit has not begun within 180 days from the date of issuance thereof, said Permit shall expire and be canceled unless a written letter of extension is submitted.
10. All Exterior Work in a designated Historic District must receive a Certificate of Appropriateness from Borough Council. Maps indicating the location of the Historic Districts are available at the Borough Manager's Office.
11. All electrical inspections must be certified by a UCC approved 3<sup>rd</sup> party inspector.
12. All plumbing work must be submitted, installed, and inspected in accordance with the Allegheny County Health Department Plumbing Inspector - (412) 578-8036
13. It shall be the applicants' responsibility to obtain all applicable permits and approvals from the Pa. Department of Labor and Industry (717) 787-3806.
14. NOTE: This list is not all-inclusive. The Borough of Sewickley reserves the right to add, delete and change these requirements. Additional information and approvals may be required by the Building Department in order to approve and issue any Permits.
15. **All public & private construction, demolition and grading work and related activities performed pursuant to a building permit shall be performed between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, and no such work shall be performed at any time on Sundays, unless the permit holder obtains written consent from the Borough Manager, and/or his or her agent to do the work at an earlier or later hour or on a Sunday. In connection with any permit, conditions may**

**be attached by the Borough Manager or his agent to prevent damage to public or private property or to prevent a hazardous condition or prevent a public nuisance including but not limited to equipment usage or storage, transportation of materials, hydra-hammer or headache ball usage, fencing of the construction site or additional items pursuant to Ordinance # 1212.**

16. **HOMEOWNER ALERT ABOUT LEAD-BASED PAINT**

Allegheny County Health Department (412) 578-8036

As you may know, a federal Regulation requires that owners and occupants of a house or apartment built before 1978 are given a pamphlet about lead safety before the start of any renovation work. The requirement applies to any work that will disturb a painted surface larger than two square feet, when the work is performed by a contractor or a landlord's maintenance staff. No requirement exists, however, for notifying homeowners who do renovation work by themselves. I am requesting that your municipality voluntarily alert owners of houses built before 1978 about lead safety when they apply for a building permit.

Homeowners expecting to disturb paint in houses built before 1978 can obtain a list of certified lead inspectors and lead abatement contractors by calling 1-888-LEADLIST or by visiting the National Lead Service Providers' Listing System Web site at [www.leadlisting.org](http://www.leadlisting.org). Bruce Good, Manager of the Health Department's Childhood Lead Poisoning Prevention Program, can be contacted at (412) 578-7942, if your code enforcement officers have questions about lead safety or wish to obtain brochures about this subject. Residents having questions about lead safety should be directed to the Health Department's general number (412) 687-ACHD.