

TOWNSHIP OF DERRY  
 600 Clearwater Road  
 Hershey, Pennsylvania 17033  
 Phone: (717) 533-2057 Option 2

## APPLICATION FOR PLAN EXAMINATION FOR

- BUILDING PERMIT     ZONING PERMIT  
 SIGN PERMIT     DEMOLITION PERMIT

IMPORTANT – Applicant to complete all items in Sections I, II, III, IV Twp. Use Only: Map \_\_\_\_\_ Parcel \_\_\_\_\_

<b>I. LOCATION OF PROPERTY</b>	Address _____ (No.) _____ (Street) Zoning Dist. _____ Subdivision _____ Lot _____ Lot Area _____	Property in Floodplain <input type="checkbox"/> Yes <input type="checkbox"/> No Work in Floodplain <input type="checkbox"/> Yes <input type="checkbox"/> No
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**II. TYPE AND COST OF BUILDING**

<p><b>A. TYPE OF IMPROVEMENT</b></p> <input type="checkbox"/> New building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair, replacement <input type="checkbox"/> Demolition <input type="checkbox"/> Moving (relocation) <input type="checkbox"/> Foundation only <input type="checkbox"/> Sign – Lighted <input type="checkbox"/> Sign – Unlighted	<p><b>D. PROPOSED USE</b></p> <p>Residential</p> <input type="checkbox"/> Single family <input type="checkbox"/> Two family/duplex <input type="checkbox"/> Detached garage <input type="checkbox"/> Attached garage <input type="checkbox"/> Carport <input type="checkbox"/> Pool/Hot tub <input type="checkbox"/> Deck/patio <input type="checkbox"/> Other – Specify _____ _____ _____	<p>Nonresidential</p> <input type="checkbox"/> Amusement, recreational <input type="checkbox"/> Religious Facility <input type="checkbox"/> Industrial <input type="checkbox"/> Three or more family - Enter number of units _____ <input type="checkbox"/> Hotel, motel, dormitory, condominium Enter number of units _____ <input type="checkbox"/> Office, bank, professional <input type="checkbox"/> Service station, repair garage <input type="checkbox"/> Educational <input type="checkbox"/> Stores, mercantile <input type="checkbox"/> Hospital, institutional <input type="checkbox"/> Other – Specify _____ _____
<p><b>B. OWNERSHIP</b></p> <input type="checkbox"/> Private <input type="checkbox"/> Public (Federal, State, or Local Government) <p><b>C. EXISTING USE</b></p> <input type="checkbox"/> One Family <input type="checkbox"/> Multifamily – Specify No. of Units: _____ <input type="checkbox"/> Non-Residential – Specify Use: _____ _____ _____ <input type="checkbox"/> Vacant Lot	<p><b>E. COST</b> <span style="float: right;">(Omit cents)</span></p> <p>Total Cost of Improvement (include material &amp; labor) \$ _____</p>	

**F. DESCRIPTION OF WORK** – Use additional pages if necessary, for any electrical work make 3<sup>rd</sup> party selection below.

\_\_\_\_\_

\_\_\_\_\_

Approved Code Services     Commonwealth Codes     Light-Heigel & Associates

**III. CHARACTERISTICS OF BUILDING** – For new buildings, additions, and alterations complete Parts G – Q; for wrecking, complete only Part O; for all others, skip to Section IV.

<p><b>G. PRINCIPAL TYPE OF FRAME</b></p> <input type="checkbox"/> Masonry (wall bearing) <input type="checkbox"/> Wood frame <input type="checkbox"/> Structural steel <input type="checkbox"/> Reinforced concrete <input type="checkbox"/> Other – Specify _____ _____	<p><b>J. TYPE OF SEWAGE DISPOSAL</b></p> <input type="checkbox"/> Public <input type="checkbox"/> Private (on-site disposal) <p><b>K. TYPE OF WATER SUPPLY</b></p> <input type="checkbox"/> Public <input type="checkbox"/> Private (Well) <p><b>L. IMPERVIOUS COVERAGE</b></p> _____ square feet _____ percentage addition	<p><b>O. DIMENSIONS</b></p> <input type="checkbox"/> Number of stories _____ <input type="checkbox"/> Total square feet of floor area, all floors, based on exterior dimensions _____ <p><b>P. NUMBER OF OFF-STREET PARKING SPACES</b></p> <input type="checkbox"/> Enclosed _____ <input type="checkbox"/> Outdoors excl. handicap _____ <input type="checkbox"/> Handicap _____ <p><b>Q. RESIDENTIAL BUILDINGS ONLY</b></p> <input type="checkbox"/> Number of bedrooms _____ <input type="checkbox"/> Number of bathrooms: Full _____ Partial _____
<p><b>H. FUEL FIRED APPLIANCES</b></p> <input type="checkbox"/> Type _____ <input type="checkbox"/> Appliance _____ _____	<p><b>M. STRUCTURE SPRINKLERED</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No Will more than 10 heads be altered? <p><b>N. Will there be an elevator?</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p><b>I. GROUND AREA DISTURBED</b></p> <input type="checkbox"/> Number of acres _____ 1 acre requires NPDES permit		

IV. IDENTIFICATION – *To be completed by all applicants. Please print or type all information below.*

Company Name Contact Person	Mailing Address – Number, street, city, state, and zip	E-mail Address	Telephone #
1. Owner or Lessee			
2. Contractor			
3. Architect or Engineer			

Contractor's Pennsylvania registration number:

The undersigned agrees to conform to all applicable laws of this jurisdiction. The issuance of this permit does not relieve the owners, or any other person or persons in possession or control of the building, or any part thereof, from obtaining such other permit or licenses as may be prescribed by law for the uses or purposes for which the land or building is designed or intended, nor from complying with any lawful order issued with the object of maintaining the building or land in a safe or lawful condition, nor from complying from any regulations specified in property deed restrictions or regulations specified by any homeowners' association. Permit is subject to possible appeal by any party for a period of 30 days after issuance. Permit may expire if work described therein has not begun within 6 months after issuance or if work lapses with no activity for a period of 6 months. Wrecking permits require owner's signature.

Applicant's signature	Applicant's name (printed)
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Applicant's Address	Application Date
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Indicate who the Township should contact if there are questions during the review process

Owner or Lessee     Contractor     Architect or Engineer     Other \_\_\_\_\_

V. VALIDATION **TWP. USE ONLY**

Building Permit Number: \_\_\_\_\_ R# \_\_\_\_\_

Admin/Apl. Fee: \$ \_\_\_\_\_ Plan Review Fee: \$ \_\_\_\_\_ Inspection Fees: \$ \_\_\_\_\_

UCC Training Fee: \$ \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_ Balance Due: \$ \_\_\_\_\_

Building Permit Issued: \_\_\_\_\_, 20\_\_\_\_

Approved by: \_\_\_\_\_  
Code Enforcement Officer

Zoning Permit Number: \_\_\_\_\_ R# \_\_\_\_\_

Admin/Apl. Fee: \$ \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_ Balance Due: \$ \_\_\_\_\_

Zoning Permit Issued: \_\_\_\_\_, 20\_\_\_\_

Approved by: \_\_\_\_\_  
Zoning Officer

Contractor's Workers Comp No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

- Please note:
- If you are connecting to a public sewer, you must first obtain a sewage connection permit from the Derry Township Municipal Authority before a building permit can be issued.
  - If a new driveway is proposed, you must obtain a road occupancy permit prior to occupancy from the Derry Township Public Works Department or from PennDot.
  - A use and occupancy permit is required upon completion of work prior to use or occupancy.



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## SWIMMING POOL - Building Permit Application Checklist

This municipality ALWAYS expects to see the following checklist completed at time of Building Permit Application whether installation is to be performed by the home owner or professionally. Failure to remit any of the following (without having discussed the issue previously) will be cause for the rejection of project, which will be returned to the applicant as incomplete and non-compliant.

***The following information must be included in any pool application submission.***

REQUIRED INFORMATION (See attached guide)	YES	NO	N/A	COMMENTS
Applicant has reviewed the swimming pool guide available on the Township website?				
Pool info/pump, heater, lighting, etc...				
Electrical burial depth				
Wiring method details, type of wire/conduit, etc...				
GFCI receptacle locations				
Perimeter bonding methods				
Water bonding methods				
Pool wall height (above-ground pools)				
Barrier (fence) details in compliance with 2015 Pool & Spa Code				
Ladder (above-ground pools)				
Doors and/or windows alarmed with UL 2017 listed alarms (pools fenced to home)				
Rope & float required at point of first slope break for pool with variable depths				
All electrical work shall comply with Ch. 42 of 2015 IRC				



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## Swimming Pool Guide

### Residential IRC 2015 – Outdoor Pools, Spas & Hot Tubs

- *This Guide represents the majority of critical items the owner/installer must meet and have inspected before covering the work. However; this is not an exhaustive list.*
- *All owners or pool installers must comply with the 2015 International Residential Code (IRC) - Chapter 42 AND 2015 International Swimming Pool and Spa Code*
- *Available free online at [codes.iccsafe.org](http://codes.iccsafe.org)*

#### DEFINITIONS:

- Permanent Pools:
  - In-Ground
  - Above-Ground with walls, deeper than 42"
- Storable Pools:
  - Anything above ground up to a maximum of 42" high
  - Inflatable fabric walls or non-metallic polymeric walls regardless of height.
- Pre-Fab pools **less** than 24" high are **UCC exempt**

#### ALL POOLS:

- E4202.2: Flexible Cords for permanent pools only, shall be 3' Max in length, fixed or stationary equipment can be cord connected (for underwater luminaires).
- E4203.1.1 Receptacles supplying power to circulation / sanitation equipment are allowed to be located 6'-10' from pool walls. Shall be a single receptacle that is grounded and GFCI protected. All other receptacles required shall be no closer than 6' from pool walls.
- E4203.1.2 Minimum of one **15 or 20 amp** receptacle (other than pool pump equipment receptacle) supplied by general purpose branch circuit is required from **6'-20'** from pool edge and located no more than **6'-6"** above pool grade level / deck.
- E4203.1.3 GFCI protection required for all outdoor receptacles, including pool pump motor receptacles.
- E4203.2 Switching devices shall be located not less than **5'** from pool edge, unless separated by permanent barrier such as a fence or wall.
- E4203.3 At least one disconnecting means for all utilization equipment other than lighting, shall be readily accessible and within sight (**50' max**) of the served equipment. The disconnect shall be a minimum of **5'** from pool edge, unless separated from water by permanent barrier requiring a **5'** or greater reach path.
- E4203.4.1 Luminaires, Lighting outlets and suspended paddle fans shall not be installed over pool or within **5'** from pool edge, unless fixture is **12'** or more above the water level.



- E4203.4.4 Existing lighting outlets/luminaires located within **5'** of pool edge, must be rigidly attached to existing structure, located no less than **5'** above maximum water level, and GFCI Protected.
- E4203.4.6 Luminaires / lighting outlets installed between **5'-10'** from pool edge require GFCI protection, unless rigidly attached to the structure and no less than **5'** above maximum water level.
- E4203.6 Overhead Service Drop Conductors and any other open overhead wiring shall not be installed above:
- Pools and areas extending **10'** away from pool edge.
  - Diving Structures or platforms and areas within **10'**:
    - Except service drop conductors are allowed above pool or within **10'** of pool edge, when at least **22.5'** away from maximum water height measured in any direction, and **14.5'** above a diving platform measured in any direction.
  - Only Cable TV and Telephone lines are allowed to be a minimum of **10'** above pool or diving platforms.
- E4203.7 Underground wiring installed within **5'** from pool edge must be installed in a complete raceway of RMC, IMC, or nonmetallic raceway.
- Burial Depths:
    - RMC = **6"**
    - IMC = **6"**
    - Nonmetallic Raceway = **18"**
  - Wiring unrelated to pool equipment must not be installed **within 5'** unless space limitations make it necessary.
- E4204.2 Bonding is required to be by minimum **#8 bare**, insulated, or covered solid copper conductors.
- Connections shall be made by listed pressure connectors or clamps of:
    - Stainless Steel
    - Brass
    - Copper
    - Copper Alloy
  - Bonding connections shall not be by solder or sheet metal screws.
  - Structural Steel shall be bonded together by steel wire ties or equivalent and inspected prior to concealment.
  - Perimeter Surface must extend **3'** minimum beyond the pool walls and shall include unpaved surfaces, poured concrete or other paving types.
  - Perimeter surfaces consisting of buried rebar or welded wire mesh shall be attached to pool structural steel at a minimum of **4 points**, evenly spaced around pool perimeter.
  - Perimeter surfaces that do not consist of buried rebar or welded wire mesh, must meet the following:
    - Minimum of one **#8 bare** solid copper conductor is required.
    - Follow contours of perimeter
    - Located **18"-24"** from pool walls.
    - Located **4"-6"** below the sub-grade.
    - Attached to pool structure at a minimum of **4** evenly spaced points.
  - All metallic parts of pool structure including structural steel are to be bonded.
  - All metal shells of underwater luminaires shall be bonded.
  - All metal fittings within or attached to pool structure shall be bonded, including handrails, ladders, etc.
  - All fixed metal parts located within **5'** of edge of the pool wall shall be bonded.



E4204.3 Pool water shall be intentionally bonded by **9 Sq in** of a conductive surface in contact with pool water, such as ladders, ie. lighting, components, ie. Drain bodies, etc.

### **Storable Pools Only:**

E4207.1 Filter pumps shall be protected by double insulation and shall be provided with a GFCI that is either an integral part of the attachment plug or located in the power supply cord within **12"** of the attachment plug.

E4207.2 All 120 volt receptacles located within **20** feet of a storable pool shall be GFCI Protected.

E4207.4 Receptacles must be located no closer than **6'** from the walls of a storable pool.

### **2015 International Swimming Pool and Spa Code**

2018 PA UCC Swimming pools regulated by 2015 IRC and ISPSA only apply to those that contain over **24"** of water.

#### **305 Barriers (Fencing)**

- Minimum of **48"** above grade; pool structure itself can also meet these requirements
- Maximum distance between grade and barrier bottom is **2"** (Up to **4"** allowed where barrier is over concrete or pavement)
- Openings shall not allow a **4"** sphere to pass through
- Solid barriers shall be constructed without indentations or shall be approved to be unclimbable.
- Maximum chain link fence openings shall be **1.75"**.
- Mesh fences must be installed according to manufacturer's instructions, and bottom of mesh fences must be **1"** maximum above grade and must not be able to be lifted more than **4"** from the grade / decking.
- Barriers shall be located at least **36"** from any permanent structures or equipment, to prevent equipment or objects from being used to climb them.

#### **305 Access Gates:**

- Gates shall be self-closing and self-latching, and open away from the pool.
- Release mechanisms shall either be located on the outside of the gate at least **54"** minimum from the bottom of gate or both of the following:
  - Located on the pool side at least **3"** below top of gate
  - There shall be no openings larger than  $\frac{1}{2}$ " within **18"** of the release mechanism.
  - Dwelling walls that contain doors or operable windows with a sill height below **48"** with direct access to pool shall be equipped with an audible alarm that sounds when the door is opened, with a deactivation switch located **54"** minimum above the door threshold. Alarms must be **UL 2017** listed.
  - Access by a ladder or set of steps, must be capable of being secured, locked, or removed to prevent access or shall be surrounded by a barrier meeting requirements for barrier around pool.
  - If less than **45"** between horizontal bars, then horizontal bars must be on pool side and spindle spacing must not exceed **1.75"**.

AG106: Suction outlets shall comply with **APSP 16**

# Additional Permit Requirement Checklist

In accordance with the Pennsylvania Uniform Construction Code (UCC), Section 403.102(n) “A municipality will provide a list of all other required permits necessary before issuance of the building permit. A municipality will not be liable for the completeness of any list.”

The following is a list of other necessary permits that are required prior to the release of a building permit. If the required items/permits are not provided, the application is deemed incomplete. An incomplete application is not subject to the timelines for permit issuance as cited in the UCC until such time as all required items/permits have been provided.

Provided	Needed	Not Applicable	To be Determined	Permit Requirements
				An on-lot septic permit or sewer permit from DTMA must be obtained prior to the issuance of a building permit.
				Township of Derry zoning review and/or permit.
				Action by the Zoning Hearing Board (ZHB)
				Township of Derry Design Review Board approval when project is in the Chocolate Avenue Preservation Overlay District.
				Township of Derry Public Works street cut permit.
				Proof of Land Development or Subdivision recording.
				Approval letter from Dauphin County Conservation District for Erosion and Sediment Control and Stormwater Management BMPs and NPDES.
				Approval letter from Dept. of Environmental Protection for Erosion and Sediment Control and Stormwater Management BMPS and NPDES.
				Approval letter from Derry Township for Stormwater BMP facilities.
				Approval letter from the Corps of Engineers if wetlands are disturbed.

I will provide proof of the above listed permits/documents by:

15 days     
  30 days     
  60 days     
  90 days     
  180 days

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Applicant/Owner Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print name

The following is a partial list of other authorities, agencies and laws that may have requirements for permits:

- State owned buildings are regulated by Labor & Industry
- Commercial elevators and other lifting devices per the UCC 405 are regulated by Labor & Industry
- The Boiler and Unfired Pressure Vessel Law by Labor & Industry if:  
Storage water heaters and instantaneous water heaters exceed any of the following:
  1. Heat input of 200,000 BTU per hour
  2. Water temperature of 210 degrees F.
  3. Water containing capacity of 120 gallons.Unfired pressure vessels that exceed the following (excluding LP):
  1. 5 cubic feet in volume and 250 psi design pressure
  2. 3 cubic feet in volume and 350 psi design pressure
  3. 1 to 1 ½ cubic feet in volume and 600 psi design pressure.
- The accessibility board must grant all accessibility relief. Information can be supplied upon request or found on PA State Labor & Industry website regarding information to file a variance.
- The Propane and Liquefied Petroleum Gas Act (35 P.S. §§ 1329.1-1329.19) information may be found on PA Labor & Industry website
- The Health Care Facilities Act
- The Older Adult Daily Living Centers Licensing Law
- Permit must contain a notice that a highway occupancy permit is required under Section 420 of the State Highway Law (36 P.S. §670-420) when a state highway is involved.
- Dept. of Agriculture approval for all food related establishments.
- Dept of Welfare for day care operations.

This may not be a complete listing of other required permits. The applicant/owner is responsible for obtaining any other permits necessary for the safe and legal use of any structure or facility operated in Derry Township.