

# LOWER SWATARA TOWNSHIP

## NEW SINGLE FAMILY DWELLING FORMS PACKET

1. Permit Application
2. Permit Checklist
3. Sample Plot Plan
4. Dwelling Specs
5. \*Sewer Permit Application
6. \*Building Sewer Detail
7. \*Residential Cleanout Detail

\*For additions, Sewer Permit Application is not needed.

LOWER SWATARA TOWNSHIP  
 1499 SPRING GARDEN DRIVE  
 MIDDLETOWN, PENNSYLVANIA 17057  
 PH. (717) 939-9377/FAX (717) 939-5682

**PERMIT APPLICATION**

**IMPORTANT – APPLICANT MUST COMPLETE ALL ITEMS IN SECTIONS: I, II, III, AND IV.**

<b>I. LOCATION OF BUILDING</b>	ADDRESS: _____ Parcel No. _____			
	Subdivision Name: _____ Lot No. _____			
<b>Type of Permit:</b>	Zoning Building	Plumbing Electrical	Demolition Sprinkler System	Use & Occ. Mechanical

**II. TYPE AND COST OF BUILDING – All applicants complete Parts A-D**

<p><b>A. TYPE OF IMPROVEMENT</b></p> <table style="width:100%;"> <tr> <td>New Building</td> <td>Deck</td> </tr> <tr> <td>Addition</td> <td>Fence</td> </tr> <tr> <td>Alteration</td> <td>Shed/Accessory Structure</td> </tr> <tr> <td>Demolition</td> <td>Pool</td> </tr> </table> <p>Proposed Work (Describe in Detail):        _____        _____        _____        _____        _____</p> <p>Square footage _____ Square footage added by permit _____        Number of stories _____</p>	New Building	Deck	Addition	Fence	Alteration	Shed/Accessory Structure	Demolition	Pool	<p style="text-align: center;"><b>C. USE</b></p> <p style="text-align: center;">Residential -or- Nonresidential</p> <p style="text-align: center;">Are you changing Use?:        YES                      NO</p> <p>Existing Use: _____</p> <p>Proposed Use: _____</p>
New Building	Deck								
Addition	Fence								
Alteration	Shed/Accessory Structure								
Demolition	Pool								

<p><b>B. COST (including labor &amp; material)</b></p> <table style="width:100%;"> <tr> <td style="width:30%;">Building</td> <td style="width:10%;">(omit cents)</td> <td style="width:20%;">\$ _____</td> </tr> <tr> <td>Plumbing</td> <td></td> <td>\$ _____</td> </tr> <tr> <td>Electrical</td> <td></td> <td>\$ _____</td> </tr> <tr> <td>Sprinkler System</td> <td></td> <td>\$ _____</td> </tr> <tr> <td>Mechanical</td> <td></td> <td>\$ _____</td> </tr> <tr> <td><b>TOTAL COST OF IMPROVEMENT</b></td> <td></td> <td>\$ _____</td> </tr> </table>	Building	(omit cents)	\$ _____	Plumbing		\$ _____	Electrical		\$ _____	Sprinkler System		\$ _____	Mechanical		\$ _____	<b>TOTAL COST OF IMPROVEMENT</b>		\$ _____	<p><b>D.</b>        Building Sprinkled: Yes _____ No _____        Water Supply: Public _____ Private _____        Sewage Disposal: Public _____ Private _____        Structure in flood plain: Yes _____ No _____</p> <p>New buildings and additions require a plot plan drawn to scale showing proposed work, existing structures on site, distances from lot lines and established grades.        Two (2) sets of plans and specifications required.        A description of work accompanied by plans of proposed work required.        Additional information may be required upon plan review.</p>
Building	(omit cents)	\$ _____																	
Plumbing		\$ _____																	
Electrical		\$ _____																	
Sprinkler System		\$ _____																	
Mechanical		\$ _____																	
<b>TOTAL COST OF IMPROVEMENT</b>		\$ _____																	

**III. ZONING REQUIREMENTS (as applicable)**

Zoning District _____ Interior Lot _____ Sq. Ft. of Lot _____ Front Yard Setback _____ Left Side Yard Setback _____ Height of Structure _____ Finished Floor Elevation _____	Corner Lot _____ Sq. Ft. of Structure (Footprint) _____ Rear Yard Setback _____ Right Side Yard Setback _____ No. of Off Street Parking Spaces _____ Total Impervious Area _____ No. of Stories _____
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IV. IDENTIFICATION - To be completed by all applicants			
Name		Mailing Address	Telephone
Owner Or Lessee			
General Contractor			
Permit Applicant			
		contact person's email:	
Design Professional			

**Applicant's Certification:** As the owner or the authorized agent of the project for which this application is filed, I certify that:

- The description of use, estimated construction cost and all other information provided as part of this application for a building permit is correct.
- The building or structure described in this application will not be occupied until all known code violations are corrected and a Certificate of Occupancy has been received from Lower Swatara Township.
- This project will be constructed in accordance with the approved drawings and specifications (including any required non-design changes) and the Uniform Construction Code standards as specified in 34 PA Code Chapters 401 - 405.
- Any changes to the approved documents will be filed with the Township Code Department.
- If the licensed architect or engineer in responsible charge of this construction should change, written notice of the change will be provided to the Township Building Code Official.
- No error or omission in either the drawings and specifications or application, whether approved or not, shall permit or relieve me from constructing the work in any manner other than provided for in 34 PA Code Chapters 401 - 405.
- If signed by someone other than the construction owner, this work has been authorized by the owner of record, and I have been authorized by the owner to complete this application on his behalf. I will be acting on behalf of the owner as:

\_\_\_\_\_ DESIGN PROFESSIONAL \_\_\_\_\_ CONTRACTOR \_\_\_\_\_ AGENT

**APPLICANT MUST COMPLETE ONE OF THE SECTIONS BELOW:**

Applicant, if other than owner:

Owner;

\_\_\_\_\_  
Name (typed or printed)

\_\_\_\_\_  
Name (typed or printed)

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

**DO NOT WRITE BELOW THIS LINE For Department Use Only**

V. ZONING OFFICER APPROVAL			
District _____			Use _____
Front Yard Setback	Required _____	Shown _____	Conforming _____
Left Side Yard Setback	_____	_____	Non-Conforming _____
Right Side Yard Setback	_____	_____	Easements _____
Rear Yard Setback	_____	_____	
Building Height	_____	_____	
Maximum Impervious	_____	_____	
NOTES: _____			Fee \$ _____
		_____	_____
		Zoning Officer	Date

VI. CODE OFFICIAL APPROVAL			
Application Fee _____	App Fee \$ _____		
Building Permit No. _____	Permit Fee \$ _____	Construction Type _____	
Plumbing Permit No. _____	Permit Fee \$ _____	Use Group _____	
Electrical Permit No. _____	Permit Fee \$ _____	Occupancy Load _____	
Demolition Permit No. _____	Permit Fee \$ _____		
DCED _____	Fee \$ _____		
Total Codes Fee \$ _____			
Zoning Fee (from Section V) \$ _____			
<b>TOTAL FEE \$ _____</b>			
NOTES: _____			
		Code Official	Date

## Permit Checklist

This form **MUST BE COMPLETED** and turned in with your application.

The following permits are required to be obtained prior to the release of a building permit. A building permit is considered incomplete until the applicable permits below are obtained.

Provided	Needed	Not applicable	Determined by L.S.T	Permit Requirements
				Sewage facilities planning module or exemption letter
				Erosion & Sediment approvals
				NPDES approvals
				Zoning approvals
				L.S.T street cut permit
				L.S.T. sewer authority permit or on-lot septic permit
				FAA Approval if in airport zone, Penn Dot AV 57 form
				Proof of Land Development/Subdivision recording
				Penn Dot HOP Permit or notice of acknowledgment that one is required

     2 Sets of plans required. Commercial requires that 1 set of those sets is to have original wet stamp. Minimum size: Residential – 11"x17"; Commercial – 24"x36"

     Workers Compensation with Lower Swatara Township as the certificate holder required. Notarized waiver form required if the contractor is exempt from the Workers Compensation Law. Home owners performing their own work or acting as the General Contractor are exempt.

     Electrical Review is done by a township approved third party (see back of this form). Whoever reviews the plans shall be contacted for inspections. Electrical pages should be separated from the remainder of plans. In writing, state which electrical third party you want to review the plans and provide contact information for whom they should bill for their services.

**APPROVED THIRD PARTY ELECTRICAL INSPECTION AGENCIES  
AGREEMENTS WITH LOWER SWATARA TOWNSHIP**

**Middle Department Inspection Agency, Inc. (MDIA)  
3901 Hartzdale Drive, Suite 112  
Camp Hill, PA. 17011  
Contact: Ron Yoffy: 717-761-5340 Fax: 717-761-5590**

**Commonwealth Code Inspection Service, Inc. (CCIS)  
176 Doe Run Road  
Manheim, PA. 17545  
Office 717-664-2347  
Contacts: Jeremy Blanck – inspector George Syder-Plans**

**Approved Code Services (ACS)  
5 Brenneman Circle  
Mechanicsburg, PA. 17050  
Contacts: Natalie or Donna  
Contact: Phone: 717-506-0464 Fax: 717-502-0688**

**American Inspection Agency (AIA)  
Gordon Howresko  
342 Miller Road  
Sinking Springs, PA. 19608  
Contact: Phone: 1-800-806-6610 Fax: 610-678-4359**

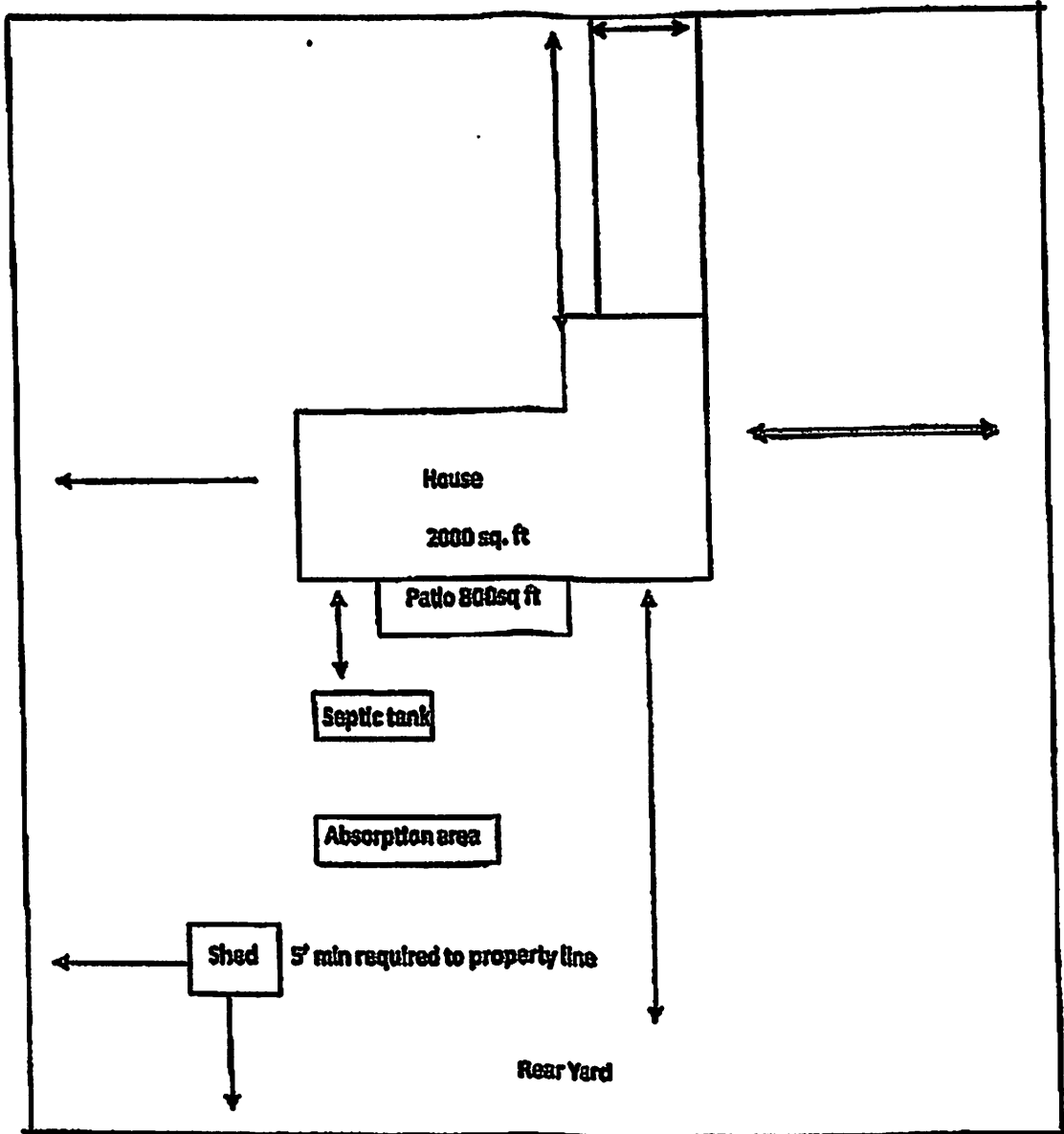
**Lower Swatara Township Sample Plot Plan**

**Spring Garden Drive**

**Property Line**

**30'**

**Width of driveway at street**



Proposed Construction \_\_\_\_\_ sq. ft.      Sidewalks/patio \_\_\_\_\_ sq. ft.

Existing Structures \_\_\_\_\_ sq. ft.      Total Coverage \_\_\_\_\_ sq. ft.

Driveway \_\_\_\_\_ sq. ft.      Lot Size \_\_\_\_\_ sq. ft.

Greater than 1000sq ft of disturbance requires a

Storm water management permit.

**Plot plan to include the following: Accurate property lines, lot size with dimensions, location of easements and right of ways, dimensions and square footage of all impervious areas-drive ways, sidewalks/patios, structures including sheds etc. A survey of your property may be necessary for compliance.**

## Lower Swatara Township Dwelling Specs

- Plan size to be minimum 11 x 17, maximum 24 x 36. Dimensioned plans identifying the use of each room
- The 2009 IRC is enforced with UCC amendments, 2006 IRC for wall bracing, 2015 IRC for decks and certain requirements for energy. A list of the Pennsylvania adopted codes is on our website or contact our office.
- Per the PA UCC, plan review to be provided with comment within 15 business days of permit application, sealed drawings by a design professional in 5 business days.
- The following detail should be on the plans, along with a completed permit application and checklist

### Footing/Foundation

1. Footing width, thickness, depth below grade and rebar detail
2. Detail on column footings if applicable
3. Foundation height, type (cmu, concrete, etc.), and thickness
4. Height of unbalanced fill at foundation wall
5. Spacing of vertical and horizontal rebar
6. Damp or water proof detail, foundation drain, sump location and location of discharge
7. Type of egress for basement
8. Method of sill plate anchorage and spacing
9. Detail for drainage from house, finished grade, foundation elevation above finished grade, swell etc.
10. NOTE: Descending slopes may require engineer approvals

### Framing

1. Beam type and size
2. Column type and spacing
3. Floor joist size and clear spans. Provide specs for engineered joist showing allowable spans
4. Engineered floor joist in basement require ½ "drywall, 5/8 plywood or equivalent or basement to be sprinklered, provide detail.
5. Sub floor size
6. Header sizes and clear spans, number of jack studs
7. Wall framing size's and spacing
8. Egress window sizes
9. Wall bracing detail at garage walls
10. For engineered roof truss, provide specs prior to framing inspection
11. Stick built roofs, size and spacing of rafters and ceiling joist
12. Roof sheathing and underlayment
13. Type of rafter ties used
14. Slope of roof and method of ventilation

### Finishes

1. Roof coverings
2. Exterior wall coverings and weather barriers
3. Veneer, provide anchorage and weep detail

4. Attic access location
5. For fireplaces, provide specs showing venting, clearance to combustibles and hearth detail

**HVAC**

1. Location, supply source, and size
2. Duct work material and layout-list if in conditioned space, exterior walls or attic so compliance with energy code can be verified
3. Air leakage test required unless duct work and unit are within conditioned space

**Plumbing**

1. Water heater location, size and power source
2. Water supply-well or public
3. Detail if ejector or grinder pumps are used
4. Size of sewer and cleanout location and spacing
5. NOTE: A Lower Swatara Township Municipal Sewer Permit approval is required prior to the release of a building permit. Sewer laterals are required to be installed per the sewer authority's specs.

**Energy**

1. Reference which design standard used: 2009 IRC, 2009 IECC or PA Alternative

Component	R VALUE
Ceiling	
Walls	
Floors	
Basement walls	
Crawl space wall	
Duct work attic	
Duct work exterior walls	
HVAC	Efficiency?
Window Glazing	U Factor?

**Electrical**

1. Size and location of electrical panel
2. General layout of receptacles and lights
3. Smoke and carbon monoxide detectors locations
4. Electrical inspections are performed by an approved township third party, contact information is on the required inspection sheet

**Checklist**

- Items below are on the townships website and in new home/addition packet
- Permit application completed
- Checklist completely filled out
- Sewer permit application completed
- Accurate plot plan
- \$50 application fee and ½ of permit fee if job is over \$25,000



LOWER SWATARA TOWNSHIP  
MUNICIPAL AUTHORITY (LSTMA)  
1499 SPRING GARDEN DRIVE  
MIDDLETOWN, PA. 17057  
(717) 939-7633

**PERMIT APPLICATION**

In accordance with the Ordinance 448, Code of Ordinances, Chapter 18, Section 18-303, Sewers and Sewage disposal, adopted by the Board of Commissioners of Lower Swatara Township, I hereby make application for a permit to connect or disconnect to the sanitary sewer system as follows:

Location \_\_\_\_\_ Parcel No. \_\_\_\_\_

Subdivision \_\_\_\_\_ Section \_\_\_\_\_ Lot No. \_\_\_\_\_

Owner's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_

Proposed Work \_\_\_\_\_

Estimated Cost for sewer lateral (including labor & material) \$ \_\_\_\_\_

Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Manufactured Home \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Office \_\_\_\_\_ Warehouse \_\_\_\_\_ Total

As the owner or the authorized agent of this project we hereby certify that the facts set forth in this permit application have been examined by me and my contractor and to the best of our knowledge are true, correct, and complete and we agree to conform to all applicable laws of LSTMA. It is understood and agreed by the owner/contractor that any error, misstatement or misrepresentation of fact, either with or without intention on the part of this application, such as might or would operate to cause a refusal of this application, or any change in the location or use of the structure and/or made subsequent to the issuance of the permit, without approval of LSTMA, shall constitute sufficient ground for the revocation of this permit.

**APPLICANT MUST COMPLETE ONE OF THE SECTIONS BELOW:**

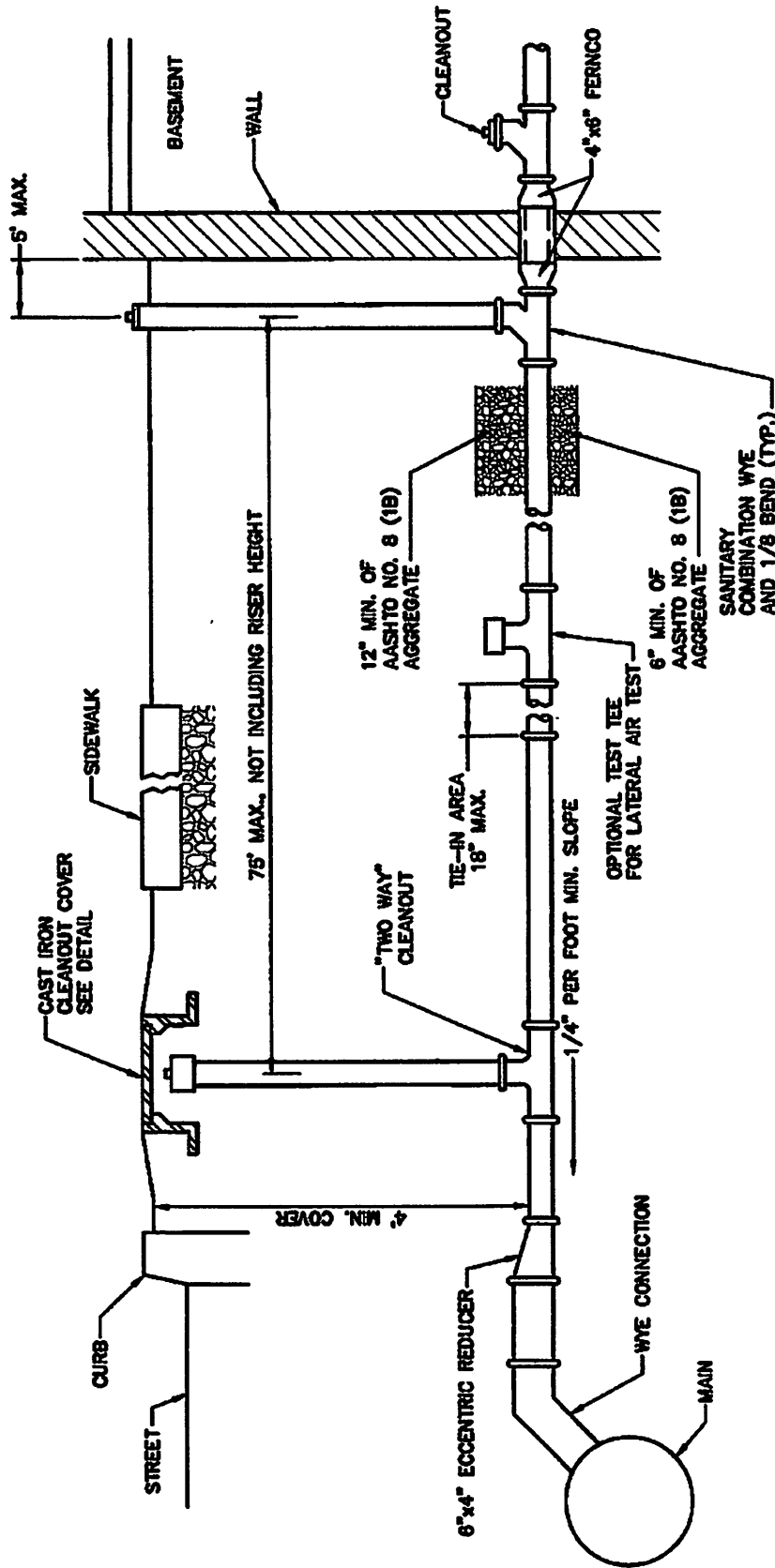
\_\_\_\_\_  
Contractor Name (print or typed)

\_\_\_\_\_  
Owner Name (print or typed)

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date





**NOTE.**  
 PIPE MUST BE PLACED IN A 6" BEDDING OF AASHTO NO. 8 (1B) AGGREGATE, AND ALSO HAVE A 12" COVERING OF AASHTO NO. 8 (1B) AGGREGATE. AIR TEST MUST HOLD 4 P.S.I. FOR 5 MINUTES.

**BUILDING SEWER DETAIL**  
 NOT TO SCALE

File name: G:\Users\j\OneDrive\Documents\Standard Details\Lower Sewer Section.dwg (1/15/2017 10:10:10 AM) Legend: Dec 15, 2017 - 10:10:10 AM

**HRG**  
 H. Robert Rowland & George, Inc.  
 Engineering & Related Services  
 AN EMPLOYEE-OWNED COMPANY

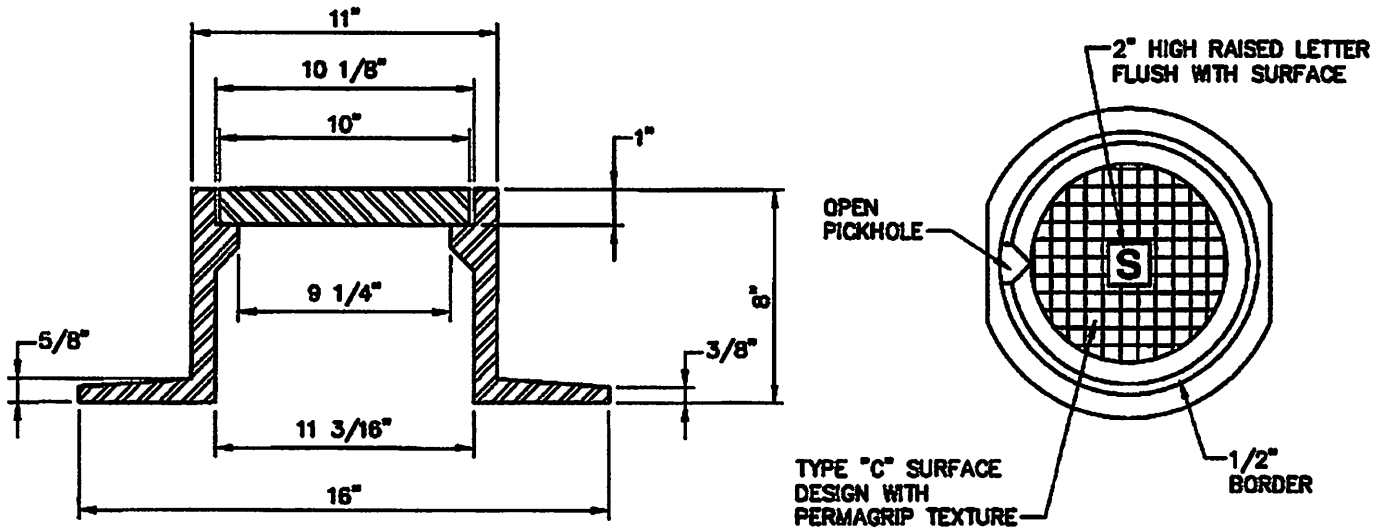
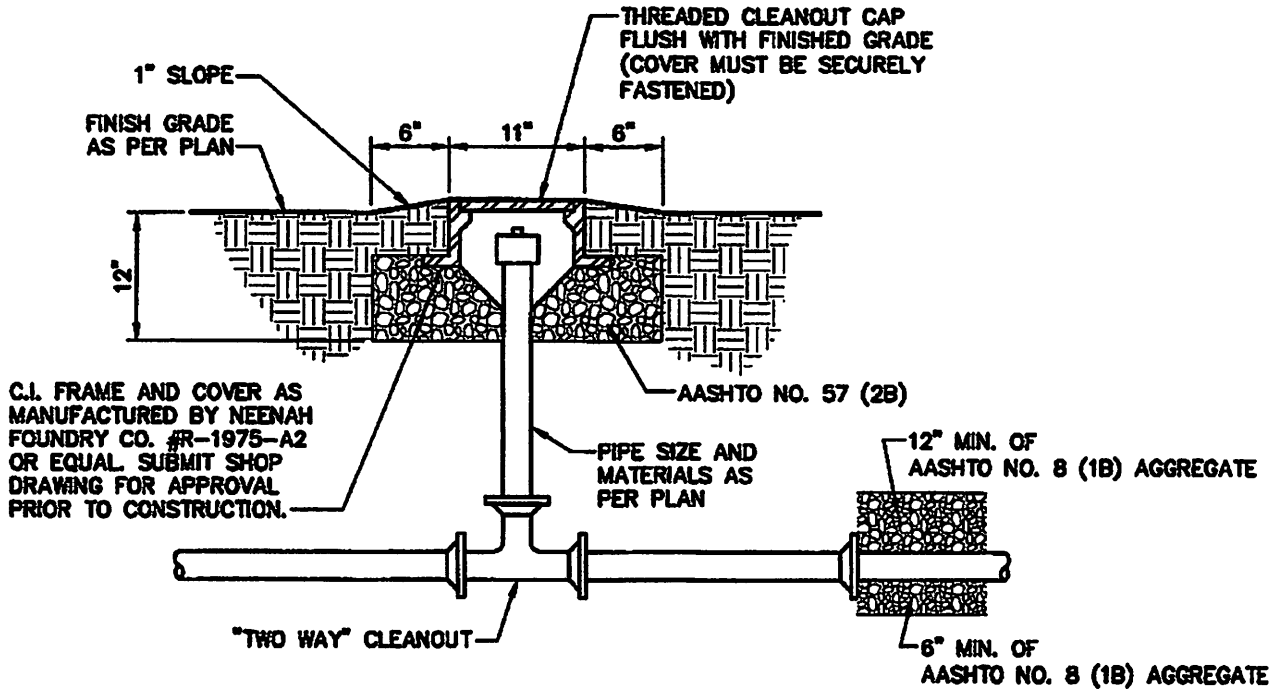
240 East Park Drive  
 Harrisburg, PA 17111  
 (717) 564-1121  
 Fax (717) 564-4158  
 hrp@hrpinc.com  
 www.hrpinc.com

MUNICIPAL AUTHORITY  
 OF  
**LOWER SWATARA TOWNSHIP**  
 STANDARD DETAILS

LOWER SWATARA TOWNSHIP    DAUPHIN COUNTY    PENNSYLVANIA

PROJ. NO. - 17
DESIGN - MOC
CADD - RCF
CHECKED -
SCALE - NONE
DATE - DEC. 2017

DETAIL NO.
<b>D28</b>
SHEET NO.
<b>1 of 1</b>
PROJECT 1707.0403



**RESIDENTIAL CLEANOUT DETAIL**  
NOT TO SCALE

**HRG**  
PAID BY: ROWLAND & HUBBARD, INC.  
Engineering & Related Services  
AN EMPLOYEE-OWNED COMPANY

249 East Park Drive  
Pottsville, PA 17111  
(717) 644-1121  
Fax (717) 644-1159  
hrge@hrginc.com  
www.hrginc.com

MUNICIPAL AUTHORITY  
OF  
LOWER SWATARA TOWNSHIP  
STANDARD DETAILS

LOWER SWATARA TOWNSHIP DAUPHIN COUNTY PENNSYLVANIA

PROJ. NO. - 437  
DESIGN - MDC  
CADD - RSP  
CHECKED -  
SCALE - NONE  
DATE - DEC. 2017

DETAIL NO.  
**D29**  
SHEET NO.  
**1 of 1**  
PROJECT 1707.0482

File name: D:\Water & Sewer\1707\Draw\Standard\Detail\Open\Detail\Standard\Detail\1707-0482-D29.dwg Legend: Layout Date: 11/20/17 2:13pm sheet