BENSALEM TOWNSHIP

Building and Planning Department
Office 215-633-3644 ▪ Fax 215-633-3753
Matthew K. Takita
Director of Building and Planning
2400 Byberry Road ▪ Bensalem, PA 19020

Read First

Application fee required at time of submission.

Non-refundable application payment via cash check or money order of $10.00 for a single discipline project or $100.00 for a multi-discipline project is due at time of submission. Permits will not be processed without the application fee. There may be additional fees required by the Township for alteration of land or escrow fees you will be notified as those fees are assessed. **Permit fees will be invoiced by Code Inspections.**

Plans on paper will not be accepted if they are larger than 11x17".

We conduct our reviews in a digital format and require signed sealed plans to be submitted in pdf format emailed to permitcenter@bensalempa.gov or on a disk or thumb drive. We have the capability to scan 11x17" plans, if your plans are legible at this size we will accept them on paper. If you have any questions about how to submit digitally, please call Tracey 215-633-3640. Submit only one complete set of plans.

Any new plumbing fixtures require approval from BCWSA.

Permits will not be issued without this approval. Exact Replacement or relocation of existing plumbing fixtures do not need this approval. Verify plumbing section of the application has been completely filled out and indicates if any fixtures are new. (**EXAMPLE if there is an existing single sink being turned into a double sink, approval from BCWSA is required**). Email requests to engineering@bcwsa.net

Alteration of Land permits required.

Bensalem Township requires an alteration of land permit submitted with the building application for any exterior work or change of grading.

Code Inspections, Inc.

Bensalem Permit #

CONSTRUCTION PERMIT APPLICATION

605 Horsham Rd ● Horsham PA 19044 ● Office 215-672-9400 ● Fax 215-672-9736

Note: Read page four (4) in its entirety prior to completing this application

ALL APPLICATIONS ARE TO BE SUBMITTED TO THE BENSALEM TOWNSHIP BUILDING & PLANNING DEPT AT 2400 BYBERRY RD OR EMAILED TO permitcenter@bensalempa.gov

ALL PLANS PREPARED BY A DESIGN PROFESSIONAL **MUST BE SUBMITTED ELECTRONICALLY** VIA DISC OR EMAIL – NO PAPER PLANS ACCEPTED

County: **BUCKS** Municipality: **BENSALEM**

Application Date: _____ Approval Date: _____ **PERMIT NUMBER:** _____

LOCATION OF PROPOSED WORK OR IMPROVEMENT

Site Address: _____ Tax Parcel # _____

Lot # _____ Subdivision/Land Development: _____ Phase: _____ Section: _____

TYPE OF WORK OR IMPROVEMENT *(Check One)*

☐ New Building ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition ☐ Relocation

☐ Foundation Only ☐ Change of Use ☐ Plumbing ☐ Mechanical ☐ Electrical ☐ Other

Describe the proposed work: _____

OWNER: _____ Phone # _____ Fax # _____

Mailing Address: _____ Email: _____

CONTRACTOR INFORMATION

	License #	Name	Address	Phone#
Applicant				
Carpentry				
Concrete				
Design Professional				
Drywall or Lathing				
Electrical				
Excavation				
Fire Alarm				
Masonry				
Mechanical				
Paving				
Plumbing				
Principal Contractor				
Roofing				
Sewer				
Sprinkler				

TOTAL ESTIMATED COST OF CONSTRUCTION *(reasonable fair market value)* **$** _____

DESCRIPTION OF BUILDING USE *(Check One)*

RESIDENTIAL

☐ One Family Dwelling (R-3) ☐ Two Family Dwelling (R-3)

NON-RESIDENTIAL

Specific Use: _____ Change in Use: ☐ YES ☐ NO

Use Group: _____ **If YES**, Indicate Former: _____

Maximum Occupancy Load: _____ Maximum Live Load: _____

BUILDING SECTION: ESTIMATED COST OF BUILDING WORK (Contract Value) $_____

Number of Residential Units: _____ Existing _____ Proposed

Type of Structural Frame: ☐ Wood ☐ Masonry ☐ Concrete ☐ Pre-Manufactured Dwelling ☐ Steel ☐ Other, Explain: _____

Does or will your building contain any of the following:

Elevators/Excalators/Lifts/Moving Walks: ☐ YES ☐ NO Pressure Vessels: ☐ YES ☐ NO

Sprinkler System: ☐ YES ☐ NO Refrigeration Systems: ☐ YES ☐ NO

Fireplace(s): Number _____ Type of Fuel _____ Type of Vent _____

Bedrooms (number)		Stories (number)		Street Frontage (feet)	
Full Baths (number)		Building Area (sq/ft)		Front Setback (feet)	
Partial Baths (number)		Living Area (sq/ft)		Rear Setback (feet)	
Garages (number)		Basement Area (sq/ft)		Left Setback (feet)	
Garage Area (sq/ft)		Office/Sales (sq/ft)		Right Setback (feet)	
Outside Parking (number)		Service (sq/ft)		Height Above Grade (feet)	

PLUMBING SECTION: ESTIMATED COST OF PLUMBING WORK (Contract Value) $_____

NEW PLUMBING WORK REQUIRES AUTHORIZATION FROM BUCKS COUNTY WATER & SEWER AUTHORITY

Enter the number and size of Fixtures being Repaired, Replaced or Installed

Tubs / Showers			Laundry Tubs		Sewage Ejectors		
Shower stalls			Dishwashers		Back Flow Preventers		
Lavatories			Garbage Disposals		Water Pumps		
Toilets			Water Heaters		Water Service		
Urinals			Water Softeners		Sewer Connection		
Sinks			Other				

Water Service: (Check) ☐ Public ☐ Private

Sewer Service: (Check) ☐ Public ☐ Private - Septic Permit # _____

IS PLUMBING WORK NEW? ☐ YES ☐ NO

MECHANICAL SECTION: ESTIMATED COST OF MECHANICAL WORK (Contract Value) $_____

Enter the number and size of Units being Replaced or Installed

Forced Air Furnace		Space Heater		A/C Compressor	
Solid fuel Aj) liance		Unit Heater		Split AJC Unit	
Heat Pump		Boiler		Coil Unit	
Air Handling Unit		Gravity Furnace		Gas/Oil Conversion	
Electric Furnace		Incinerator		Air Cleaner	

Other:

Fuel Type: ☐ Gas ☐ Oil ☐ L.P. ☐ Electric ☐ Coal ☐ Wood ☐ Other

ELECTRICAL SECTION: ESTIMATED COST OF ELECTRICAL WORK (Contract Value) $_____

Enter the number and size of Fixtures being Repaired, Replaced or Installed

Service Amps # of Circuits _____ # of Service Outlets _____ 110V _____ 220V _____ Utility #

List devices	Qty	Load/Output	List devices	Qty	Load/Output	List devices	Qty	Load/Output
Switches			Dishwasher			Heater		
Receptacles			Washer			Hot Water Heater		
Circuit Panel			Dryer					
Lights			Spa / Hot Tub					
Smoke Det.			A / C Unit					

FIRE PROTECTION SECTION: ESTIMATED COST OF FIRE PROTECTION WORK (Contract value) $_____

Enter the number and size of Equipment being Replaced or Installed

Sprinkler System		Hood Suppression System		Fire Alarm System	
Stand Pipe		Fire Hydrants		Smoke Control System	
Suppression System		Fire Pumps		Fire Detection System	

Other:

FLOODPLAIN:

Is the site located within an identified flood hazard area? ☐ YES ☐ NO

Will any portion of the flood hazard area be developed? ☐ YES ☐ NO

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 166-1978), specifically *Section 60.3*

Lowest Floor Level: _____

HISTORIC DISTRICT:

Is the site located within a Historic District? ☐ YES ☐ NO

If construction is proposed within a Historic District, a certificate of appropriateness may be required by the Municipality.

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the approved constmction documents and PA Act 45 (Uniform Construction Code) and any add itional approved building code requirements adopted by the Municipality. The property owner and applicant assumes the responsibility of locating aU property lines, setback lines, easements, rights-of way, flood areas, etc. Issuance of a pennit and approval of constmction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ord inances of the Municipal ity or any other governin g body. The applicant certifies he/she understands all the applicable codes, ordinances and regulations.
Application for a permit shall be made by the *owner* or lessee of the building or structure, or *agent* of either, or by the *registered design professional* employed in connect ion with the proposed work.

Certificate of occupancy.
§ 403.46(a) A building, structure or facility may not be used or occupied without a certifica te of occupancy issued by a building code official.
§ 403.46(d) A building code official may suspend or revoke a certificate of occupancy when the certi ficate was issued in error, on the basis of incorrect information supplied by the pennit applicant or in violation of the Uniform Construction Code. Before a certificate of occupancy is revoked, a building owner may request a hearing before the board of appeals under§ 403.122 (relating to appeals, variances and extensions oftime).

I certify that the code administrator or the code administrator'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.

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

Address

Date

Directions to Site:

**********"**********"(FOR ADMINISTRATIVE USE ONLY)**********

ADDITIONAL PERMITS/APPROVALS REQUIRED

STREET CUT/DRIVEWAY	☐ YES	☐ NO	☐ ON FILE	ON-LOT SEPTIC	☐ YES	☐ NO	☐ ON FILE
CUT AND FILL	☐ YES	☐ NO	☐ ON FILE	ZONING	☐ YES	☐ NO	☐ ON FILE
PENNDOT HIGHWAY OCCUPANCY	☐ YES	☐ NO	☐ ON FILE	HARB	☐ YES	☐ NO	☐ ON FILE
DEP FLOODWAY OR FLOODPLAIN	☐ YES	☐ NO	☐ ON FILE	OTHER	☐ YES	☐ NO	☐ ON FILE
SEWER CONNECTION	☐ YES	☐ NO	☐ ON FILE	OTHER	☐ YES	☐ NO	☐ ON FILE

APPROVALS

BUILDING PERMIT DENIED ☐ YES ☐ NO DATE: _____ DATE RETURNED: _____

ISSUED BY:

TOTAL SQ FT USED FOR FEE _____ SqFt TOTAL CONTRACT VALUE USED FOR FEE $ _____

PLAN PERMIT FEE	$	FIRE PERMIT FEE	$
BUILDING PERMIT FEE	$	ACCESSIBILITY PERMIT FEE	$
ELECTRIC PERMIT FEE	$	ENERGY PERMIT FEES	$
PLUMBING PERMIT FEE	$	ADMINISTRATIVE FEES	$
MECHANICAL PERMIT FEE	$	STATE FEES	$

TOTAL CONSTRUCTION PERMIT FEES: $ _____

Residential Permit Application and Submittal Requirements

The following sections located on **page one** must be completed in full :

1. County and Municipality
2. Location of proposed work or improvement, most importantly, site location, tax parcel number and lot number.
3. Type of improvement including a brief description of work.
4. Owner information with complete mailing address.
5. Estimated cost of construction is required to be provided.

The contactor section is required to be completed **only** when work is performed within Municipalities that require contractor registration. However, Code Inspections, Inc. requests a minimum of the primary contractor information to be provided in case correspondence or contact is necessary.
Page two needs to be completed for only the sections that apply to the proposed project, or work to be performed.
Page three needs to be completed for floodplain information and, a signature by the property owner, or agent of the owner must be provided on page three. The bottom of page three is intended for administrative use and will be completed by Code Inspections, Inc. during the application review.

PLANS AND SUBMITTALS

- The submittal shall include one complete set of plans, a plot plan and specification sufficient to indicate the scope of work being proposed. Listed below are some basic examples of information necessary to complete a plan review. Additional information may be requested depending on the intended project. **Any document larger than 11 x 17 must be submitted in electronic format (disc, email, etc.)**
- Project design shall conform to the most current edition of the International Residential Code adopted by the Commonwealth of Pennsylvania.
- Drawings shall specify all site information such as address, lot number, TMP number, owner name and type of work Proposed. This information shall be reflected on all pages.
- Drawings shall include Floor plan showing new construction in comparison to existing, room labels or use of rooms, bearing locations, window and door sizes, header sizes and all other pertinent information. Footing details and specifications shall be provided for all locations. Detail should include a footprint or outline of the scope of work as well as specifying pier or continuous footings where applicable. Pre-cast concrete panels and all other pre-manufactured products shall have manufacturers engineered designs and specs.
- Insulation and thermal values shall be indicated for walls, ceiling, floors, basement walls and slab perimeter.
- Indicate electrical components including locations and sizes.

Swimming Pools

- Provide swimming pools construction specifications.
- Swimming pool enclosures and barriers shall be shown and include fence, gate and gate device details.

Commercial Permit Application and Submittal Requirements

The Application shall be completed as explained in the Residential information listed above.

PLANS AND SUBMITTIALS

The submittal shall include **one complete set of plans and specifications** bearing the signature and seal of a licensed Design Professional. Plans and specifications shall, at minimum, be required to contain the information specified within the sections listed below.

§ 403.42a(b) A permit applicant shall submit an application to the building code official and attach construction documents, including plans and specifications, and information concerning special inspection and structural observation programs, Department of Transportation highway access permits and other data required by the building code official with the permit application. The applicant shall submit three sets of documents.

§ 403.42a(c) A licensed architect or licensed professional engineer shall prepare the construction documents under the Architects Licensure Law (63 P. S. §§ 34.1-34.22), or the Engineer, Land Surveyor and Geologist Registration Law (63 P. S. §§ 148-) 58.2). An unlicensed person may prepare design documents for the remodeling or alteration of a building if there is no compensation and the remodeling or alteration does not relate to additions to the building or changes to the building's structure or means of egress.

§ 403.42a(e) The permit applicant shall submit construction documents in a format approved by the building code official. Construction documents shall be clear, indicate the location, nature and extent of the work proposed, and show in detail that the work will conform to the Uniform Construction Code.

§ 403.42a(1) All of the following fire egress and occupancy requirements apply to construction documents:

§ 403.42a(1)(I) The permit applicant shall submit construction documents that show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the Uniform Construction Code.

§ 403.42a(f)(2) The construction documents for occupancies other than Groups R-2 and R-3 shall contain designation of the number of occupants to be accommodated on every floor and in all rooms and spaces.

§ 403.42a(f)(3) The permit applicant shall submit shop drawings for a fire protection system that indicates conformance with the Uniform Construction Code in accordance with the following: .

§ 403.42a(f)(3)i. The shop drawings shall be approved by the building code official before the start of the system installation.

§ 403.42a(f)(3)ii The shop drawings must contain the information required by the referenced installation standards contained in the " International Building Code."

§ 403.42a(g) Construction documents shall contain the following information related to the exterior wall envelope:

§ 403.42a(g)(I) Description of the exterior wall envelope indicating compliance with the Uniform Construction Code.

§ 403.42a(g)(I) Flashing details.

§ 403.42a(g)(1) Details relating to intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane and details around openings.

§ 403.42a(h) Construction documents shall contain a site plan that is drawn to scale. The building code official may waive or modify the following site plan requirements if the permit application is for an alteration or repair or if waiver or modification is warranted. Site plan requirements include all of the following:

§ 403.42a(h)(1) The size and location of new construction and existing structures on the site.

§ 403.42a(h)(2) Accurate boundary lines.

§ 403.42a(b)(3) Distances from lot lines.

§ 403.42a(b)(4) The established street grades and the proposed finished grades.

§ 403.42a(h)(5) If the construction involves demolition, the site plan shall indicate construction that is to be demolished and the size and location of existing structures and construction that will remain on the site or plot.

§ 403.42a(h)(6) Location of parking spaces, accessible routes, public transportation stops and other required accessibility features.

§ 403.42a(I) A building code official may waive or modify the submission of construction documents, that are not required to be prepared by a licensed architect or engineer, or other data if the nature of the work applied for does not require review of construction documents or other data to obtain compliance with the Uniform Construction Code. The building code official may not waive the submission of site plans that relate to accessibility requirements.

§ 403.42a(m) An applicant for an annual permit under § 403.42(f) shall complete an application and provide information regarding the system that may be altered and the date that approval was previously provided for the approved electrical, gas, mechanical or plumbing installation.

§ 403.42a(n) A permit applicant shall comply with the permit, certification or licensure requirements of the following laws applicable to the construction:

§ 403.42a(n)(I) The Boiler and Unfired Pressure Vessel Law (35 P. S. §§ 1331 .1- 1331 .19).

§ 403.42a(n)(2) The Propane and Liquefied Petroleum Gas Act (35P. S. §§ 1329.1 - 1329.19).

§ 403.42a(0)(3) The Health Care Facilities Act.

§ 403.42a(0)(4) The Older Adult Daily Living Centers Licensing Act

INFORMATION SHEET ONLY NOT REQUIRED TO SUBMIT THIS SHEET WITH PERMIT APPLICATION

BCWSA

FACT SHEET

Who we are:

- BCWSA is one of the largest non-profit Water and Sewer Authorities in Pennsylvania
- Provide Service 92,000 Customers representing 500,000 people

Full Service Utility Company providing proven expertise in Underground Solutions & Services for Water, Sanitary and Storm Water Systems

Our Credentials:

- Manage and Maintain over 100 Pumping Stations, 1200 miles of Water & Sanitary Piping and Four Treatment Plants
- Experienced Staff for Engineering, Field Construction, Project Management & Operations
- State of the Art Equipment and Technology
- Solid Execution & Delivery History
- Long Term Customer Relationships
- Partner with other Authorities & Municipalities

What we do:

- New Construction, Re-Construction, Expansion, Remediation and Rehabilitation
- Operational Management, Maintenance and Monitoring of existing Water & Sanitary Facilities
- Consulting for Problem Analysis, Pre-Construction Planning & Project Management

Our Customers:

- Municipalities
- Authorities
- Private Water & Sewer Companies
- State Agencies
- Commercial Developers
- Residential Developers

"As always, it is a true pleasure working with you and your staff. From the top down, you guys are top shelf."

Herb Schoell, Upper Southampton Authority Manager commenting about BCWSA

For more information, please contact Lee Alexander
a.lee@bcwsa.net 215-343-2538 ext. 106

100% RECYCLED

BCWSA
1275 Almshouse Rd. Warrington, PA 18976
Phone: 215.343.2538
Fax: 267.200.0324
www.bcwsa.net

PROVEN BCWSA

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Why People do business with us:

- Save Time & Money – Non-Profit
- Provide Quality Services to their Customers
- Meet Regulatory Requirements
- Augment Staff
- Consistent On-Time, On-Budget and Quality Performance with a constant Focus on Safety

Construction and Services Offerings:

- Water & Sewer Mains, Storm Pipe and Pipe Installation from 4 inch to 42 inch
- Flow Metering for accurate Measurement, Analysis and Billing
- I/I Remediation Analysis and Repair for Inflow & Infiltration Situations
- Asset & Operational Analysis and Assessment Planning
- Water Main and Pipe Renovation and Re-Lining
- Sewer Main and Pipe Renovation
- Manhole Repair
- Lateral Replacement and Lining
- Energy & Safety Audits & Assessments

Problems they need to solve:

- Aging Infrastructure & Equipment
- Budgetary Considerations & Deadlines
- Increasing Costs & Limited Resources
- I/I Analysis & Remediation
- Regulatory Issues & Liability
- Water Quality
- Water Loss
- Sewage Overflow Incidents
- Sewage Processing Costs
- Process Quality Assurance
- Storm Water Issues
- Energy Efficiency

Water and Sewer Operations Services

Wireless SCADA System Monitoring Automation with ALL Device Threshold Alerts and Live Video Monitored by our Operations Center 24 X 7 X 365

Water Operations Maintenance Services:

- Well Pump Stations
- Water Distribution Systems

Sewer Operations Maintenance Services:

- Pump Stations
- Sewer Collection Systems

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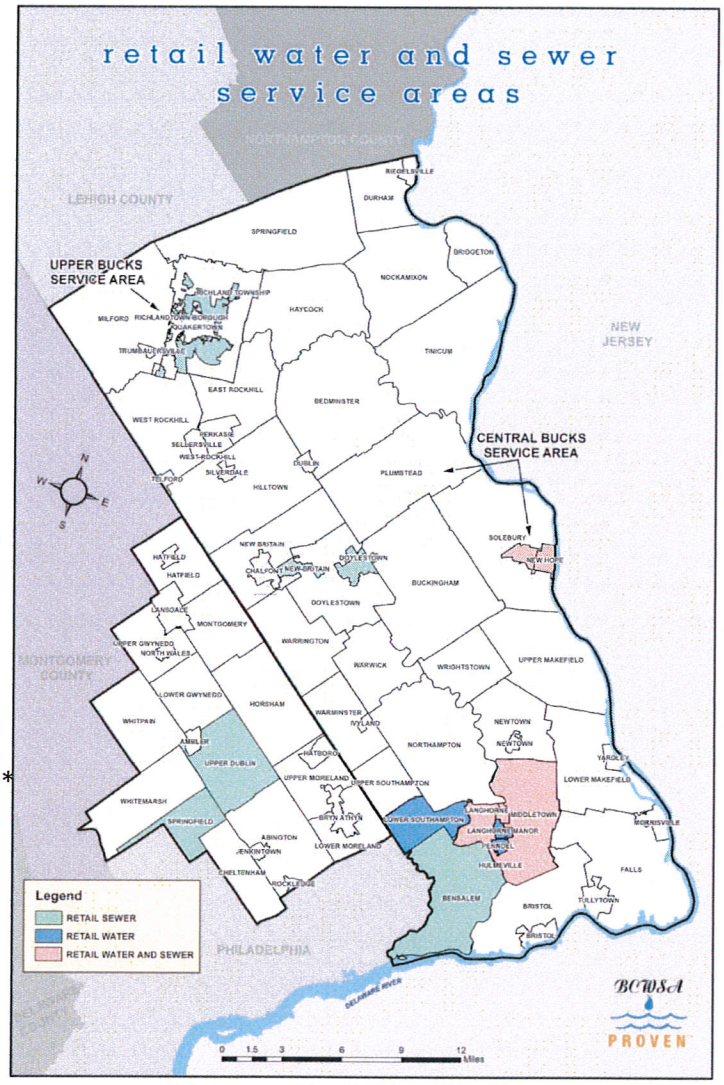
BCWSA SERVICE TERRITORY
In Bucks & Montgomery Counties

Water and Sewer
Langhorne Borough
Middletown
New Hope
Solebury

Sewer

Bensalem
Bedminster*
Buckingham Township*
Doylestown Borough*
Doylestown Township
New Britain Borough*
Plumstead*
Richlandtown*
Richlandtown Township*
Springfield (MONTCO)
Upper Dublin



*Denotes Partial Service Areas

Water
Lower Southampton
Penndel

Wholesale Water
AQUA PA
Newtown Artesian
Northampton
Upper Southampton

Wholesale Sewer
Bristol
Falls Township
Hulmeville
Langhorne Manor Borough
Lower Makefield
Newtown Joint Authority
Northampton
Penndel

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PROVEN BCWSA

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Design/Build Fact Sheet

BCWSA Design/Build Services:

BCWSA partners with Gilmore and Associates Inc to provide you with complete Design/Build Services for your Development Projects in our Service Areas. With this arrangement we can offer you the following Benefits and Savings:

- Reduced Design Costs with our Preferential Rates
- Competitive Pricing as BCWSA is a **Non-Profit Organization**
- Proposals are Tailored to your Project and are offered on a ' Fixed Price' or 'Not To Exceed' Basis
- Eliminate the need for you to Post a Maintenance Bond
- Dedication to BCWSA usually within 60 Days of our completing the work in our Service Areas offering you Relief from All Maintenance Costs
- No extraneous Legal, Inspection or Engineering Fees
- Be assured that the work is done correctly and to your specifications
- void any additional costs – ***No Change Orders and No Punch List***
- In our Service Areas, BCWSA Design/Build offers you, the Project Owner, the following Benefits:

Single Point of Contract Responsibility

- NO Conflicts or Finger-Pointing
- NO Delays
- NO Unnecessary Meetings

Minimize Risk

- NO Change-Orders
- NO Punch-Lists

Reduce the Delivery Schedule

- Coordinated Workflow from Design through Delivery
- Dedication usually within 60 Days of Project Completion

Reduce Costs

- All Engineering and Inspection Costs are included
- Eliminate Maintenance Bond and Maintenance Period Liabilities
- NO Cost Overruns

Let BCWSA be your Utility Construction Services Partner

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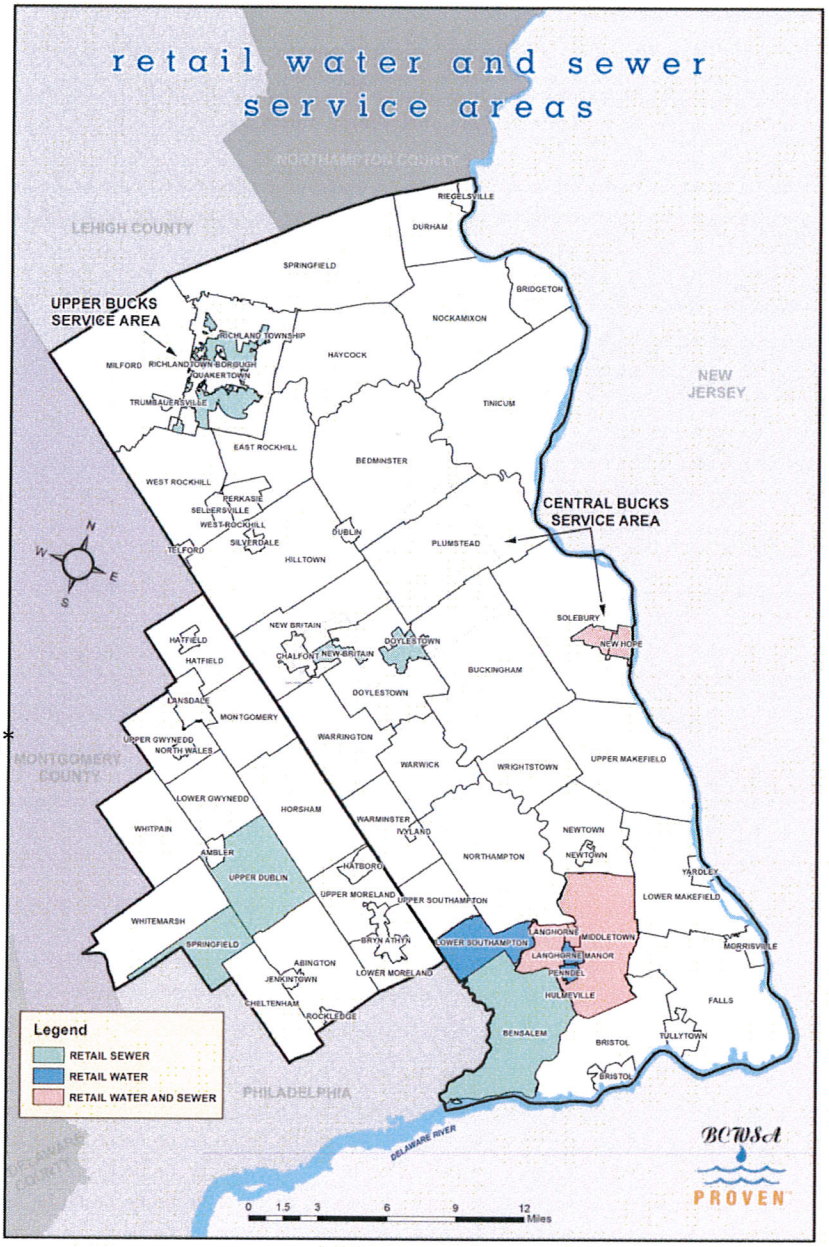
BCWSA SERVICE TERRITORY
In Bucks & Montgomery Counties

Water and Sewer
Langhorne Borough
Middletown
New Hope
Solebury

Sewer

Bensalem
Bedminster*
Buckingham Township*
Doylestown Borough*
Doylestown Township
New Britain Borough*
Plumstead*
Richlandtown*
Richlandtown Township*
Springfield (MONTCO)
Upper Dublin



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Fact Sheet for Developers

Bucks County Water and Sewer Authority:

- Is one of the largest Non-Profit Water and Sewer Authorities in Pennsylvania
- Provides service to over 92,000 Customers representing 500,000 people
- Has a proven 50+ Year Track Record

BCWSA is a Full Service PA State Licensed Utility Company providing proven expertise with "Best Management Practices" for Underground Water, Sanitary and Storm Water Systems

BCWSA Build Services:

If you already have the Design completed or wish to use another Firm for Design, you can still benefit from the following by utilizing BCWSA for your Utility Construction:

- Competitive Pricing as BCWSA is a **Non-Profit Organization**
- Proposals are Tailored to your Project and are offered on a 'Not To Exceed' or 'Fixed Price' Basis
- All Legal, Inspection or Engineering Costs are included
- Eliminate the need for you to Post a Maintenance Bond
- Eliminate All Maintenance Costs
- Dedication to BCWSA within 60 Days of our completing the work
- Be assured that the work is done correctly and to your specifications

If you are planning any Development in our Service Areas, you should talk with us to determine the Cost Savings and Value BCWSA can provide along with the Quality you deserve.

Let BCWSA be your Utility Construction Services Partner

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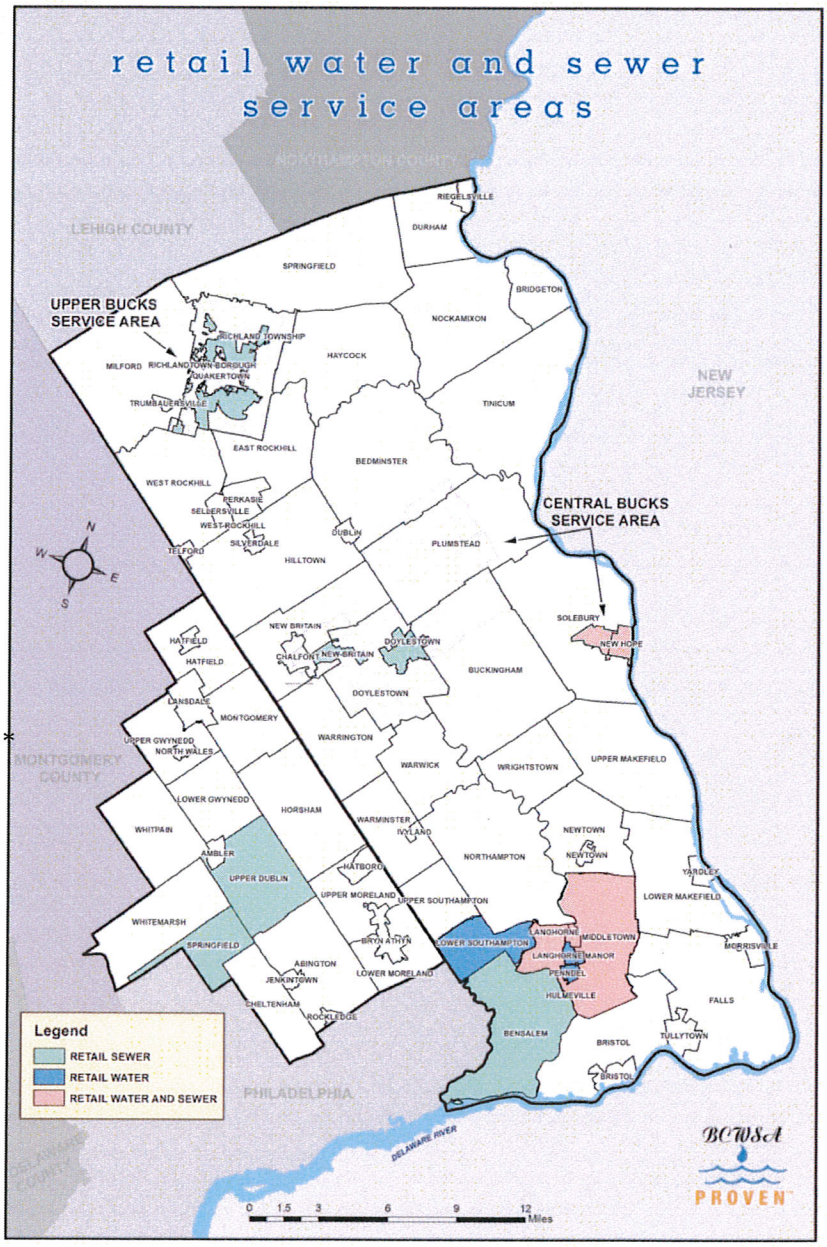
Buckingham Township*
Doylestown Borough*
Doylestown Township
New Britain Borough*
Plumstead*
Richlandtown*
Richlandtown Township*
Springfield (MONTCO)
Upper Dublin



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