



City of St. Marys, PA
Code Enforcement Department

Residential Building Permit Application Requirements

- Permits for Residential projects **WILL NOT** be issued until **ALL** forms & plans are complete. Any area not applicable to your project should be marked N/A.

To obtain your permit you will need the following items:

1. Completed Building Permit Application.
2. Two full sets of plans drawn to scale...must be in ink or photocopied.
3. Zoning, sewer/septic & stormwater management permits (if applicable).

- Plans may be drawn by the homeowner or contractor and must be legible & include all pertinent information. You must also provide copies of any engineered materials being used (Trusses, LVL's, floor joist systems, etc.)



City of St. Marys, PA Code Enforcement Department

NEW & USED MANUFACTURED HOME REQUIREMENTS **(TRAILERS/MOBILE HOMES)**


These guidelines are designed to assist you with obtaining the building permit for your manufactured home. **If you are installing a used home and the manufacturers installation instructions are not available use the attached pier and tie-down specifications.**

The following items, views and details should be submitted with your permit application and be included with two (2) copies of the home manufacturers installation guide.

1. Floor plan of the home
2. Footer/foundation or support pier and approved tie-down specifications
3. Utility service point of attachment locations and installation materials:
 - a. Natural Gas (pipe size & type)
 - b. Electric (service size & materials)
 - c. Water (pipe size & type)
 - d. Sewer (pipe size & type)
4. Must install skirting with ventilation & an access opening
5. Show all deck & porch plans (minimum 3'x 3' and must be self supporting)

If you are unsure of a code requirement please ask.

City of St. Marys Residential Building Permit Application

<u>Office Use Only:</u>		
Permit No: _____	Permit Fee: _____	
Date Issued: _____	Approved: _____	
Plan Review Date: _____	Approved w/changes: _____	
Permit Paid Date: _____	Check No: _____ [] Cash Receipt No: _____	

Owner: _____ Phone: _____

Owner Address: _____

Worksite Address: _____

Contractor: _____ Phone: _____

Contractor Address: _____

TYPE OF WORK

- () New Home () Addition () Garage () Deck
() Alteration () Pool () Fence () Demolition
() Other Description of Work: _____

Utility Company Work Order # (when applicable):

West Penn Power _____ National Fuel _____

NEW BUILDING CHARACTERISTICS

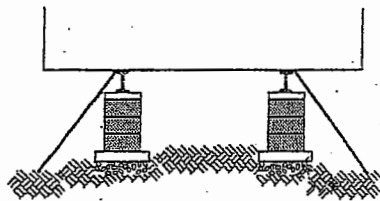
Number of Stories _____ New Building Area All Floors _____ sq.ft.

Height of Structure _____ ft. Total Estimated Cost of Project: \$ _____

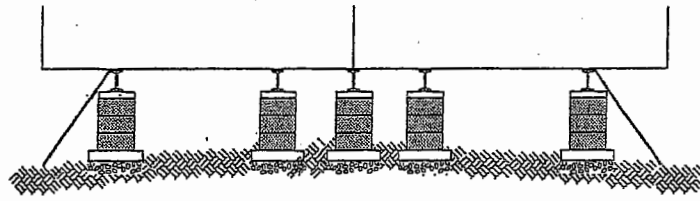
As the owner/owner's agent, I hereby certify that the proposed work will conform to the Pennsylvania Uniform Construction Code and all applicable laws of this jurisdiction.

Signature: _____ Date: _____

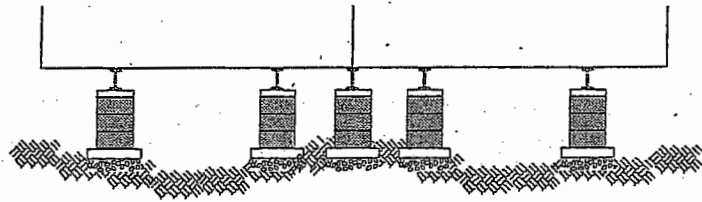
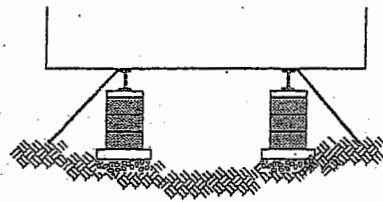
Single-section



Multisection

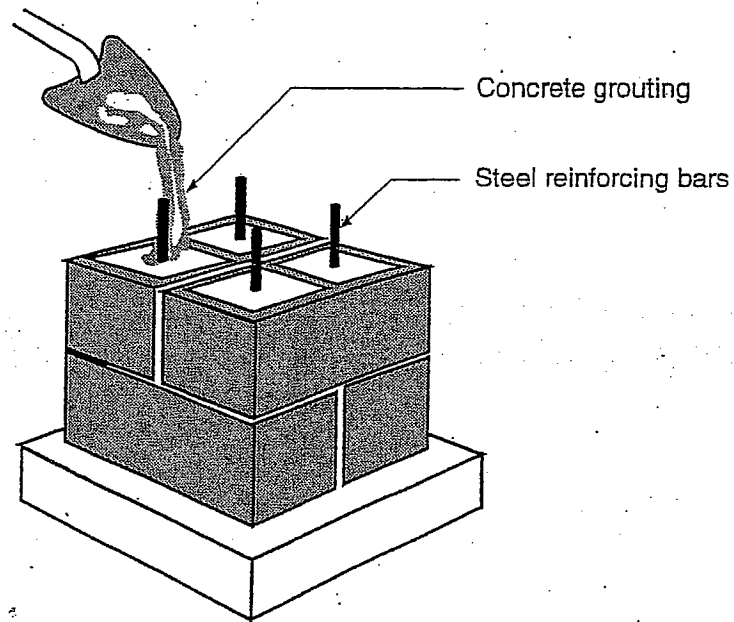
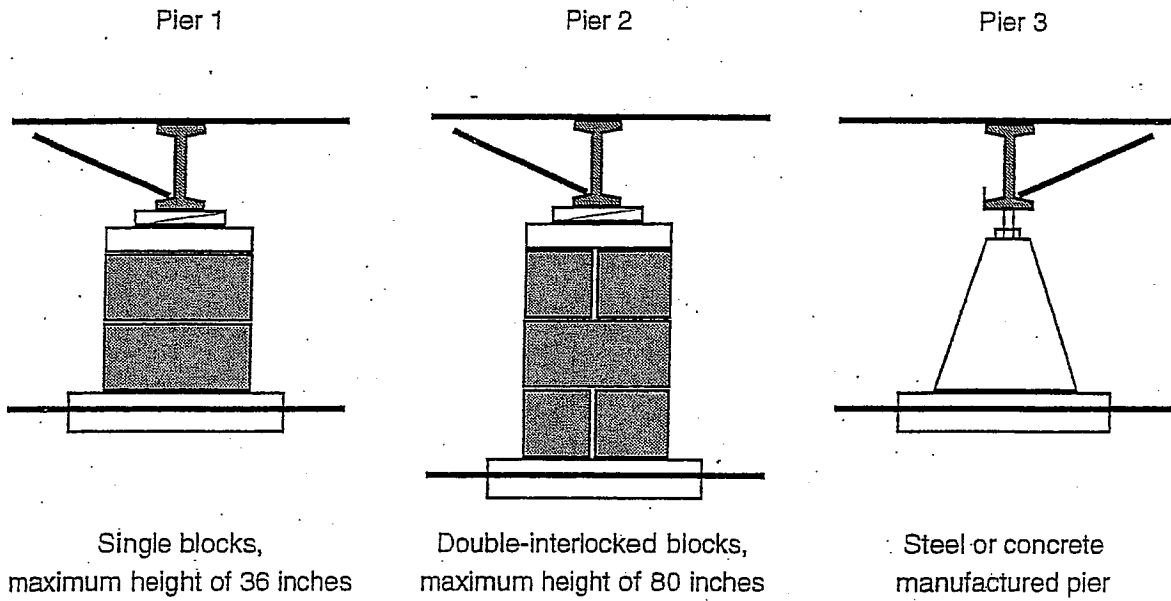


DO: *Crown and grade the site to slope away from the home and cover it with 6-mil-thick polyethylene sheeting or the equivalent.*



DON'T: *Grade the site so that water collects beneath the home.*

Figure 3-2 – Elimination of water beneath the home



For piers exceeding 80 inches in height, the concrete blocks should be filled with concrete grouting and steel reinforcing bars should be utilized.

Figure 4-1 -- Typical footing and pier installation

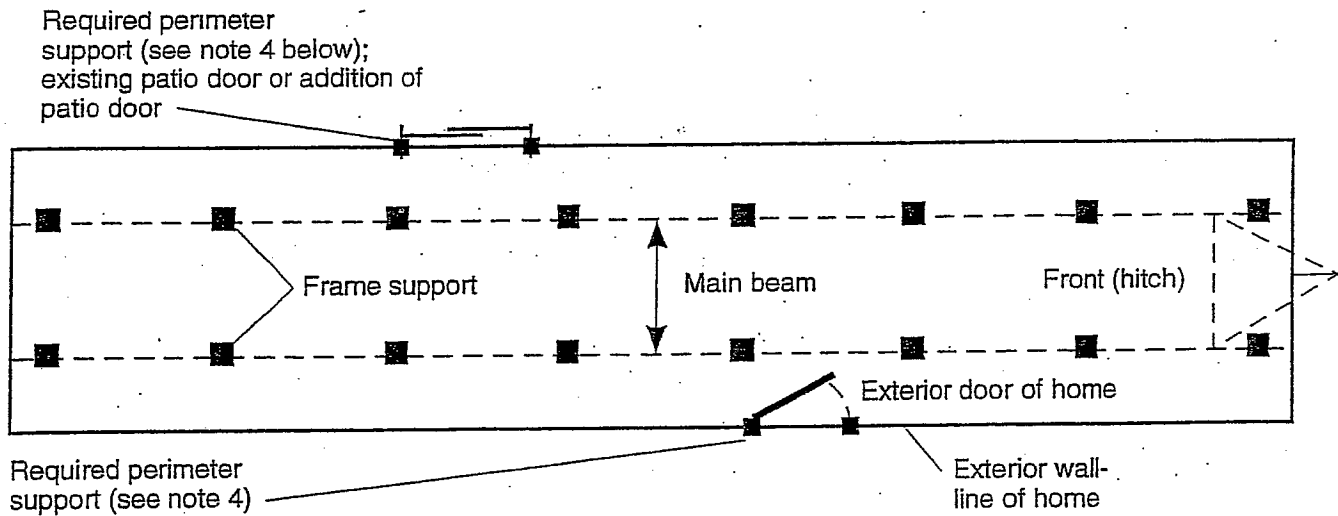


Figure 4-2 – Typical blocking diagram for single-section home when manufacturer's instructions are not available

Note (applies to both figures 4-2 and 4-3) --

1. See table 4.1 for required pier capacity and spacing.
2. See table 4.3 and section 4.2 for footing requirements.
3. Piers shall be located at a maximum of 2 feet from both ends.
4. Place piers on both sides of entry doors and at any other openings greater than 4 feet in width, such as patio or atrium doors; under porch posts, fireplaces, and wood stoves; and under those places where heavy pieces of furniture such as pianos, organs, waterbeds, etc., may be placed.

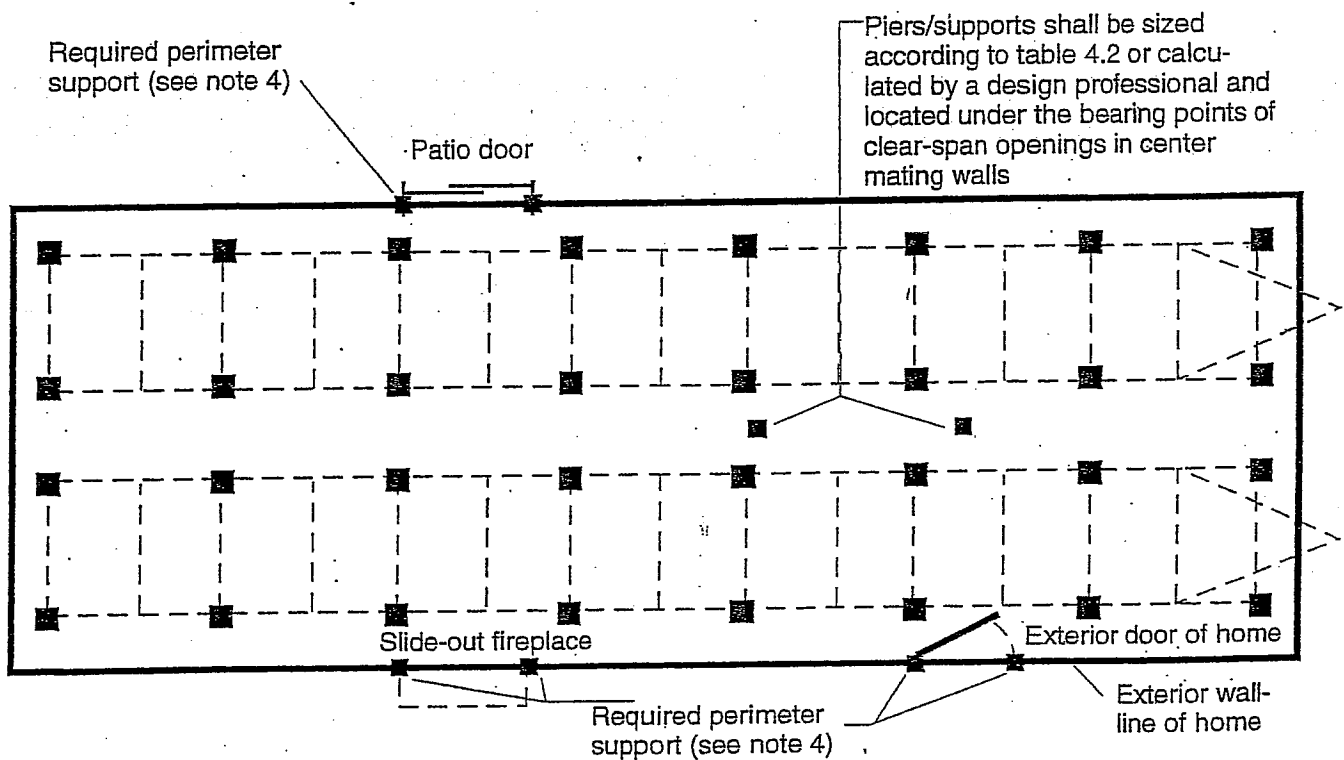


Figure 4-3 – Typical blocking diagram for multi-section home when manufacturer's installation instructions are not available

Strap Method	Anchor Min. Ultimate Load Capacity	Maximum Anchor Spacing		
		Zone I	Zone II ³	Zone III
Single Strap	4725 lbs.	11' - 0"	6' - 0"	4' - 6"
Double Strap	4725 lbs. ¹	11' - 0" ²	6' - 0" ²	4' - 6" ²

Note --

- 1 Unless listed/labeled for a higher capacity by the anchor manufacturer
- 2 Unless a greater spacing is specified by the anchor manufacturer
- 3 All homes located in Wind Zones II and III shall have a vertical tie installed at each diagonal tie location.

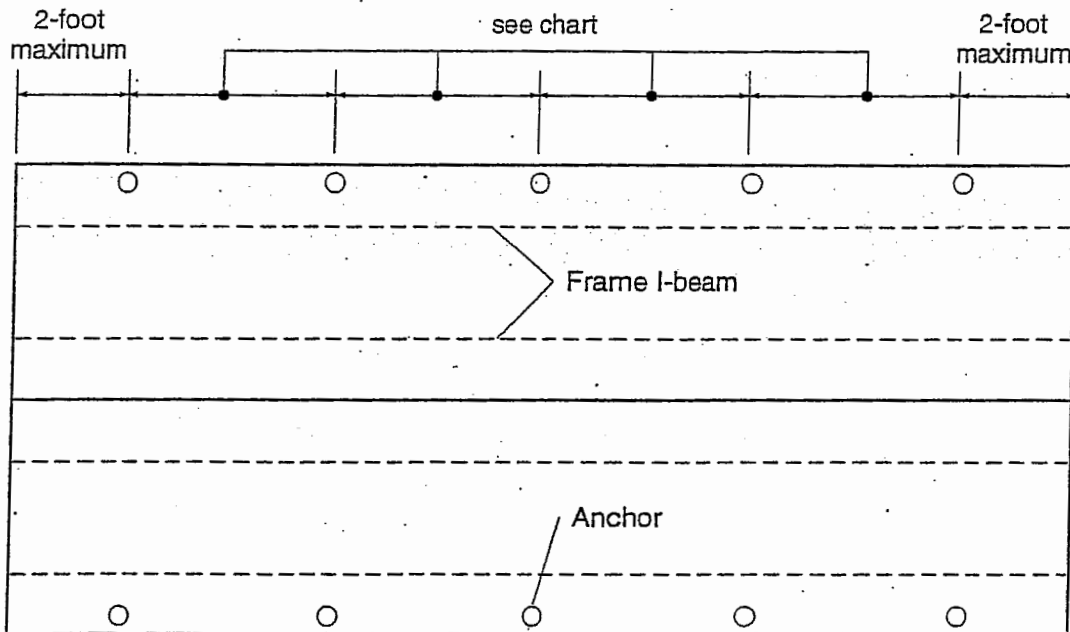
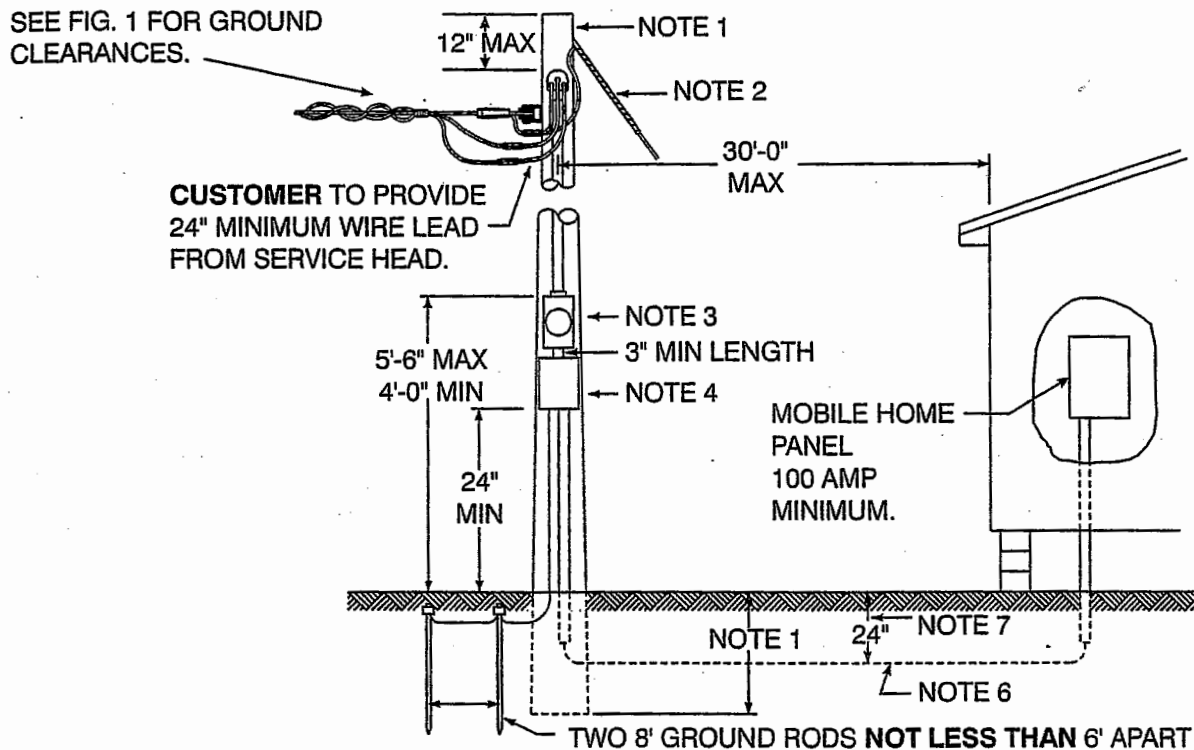


Figure 5-2 -- Number and location of straps and ground anchors

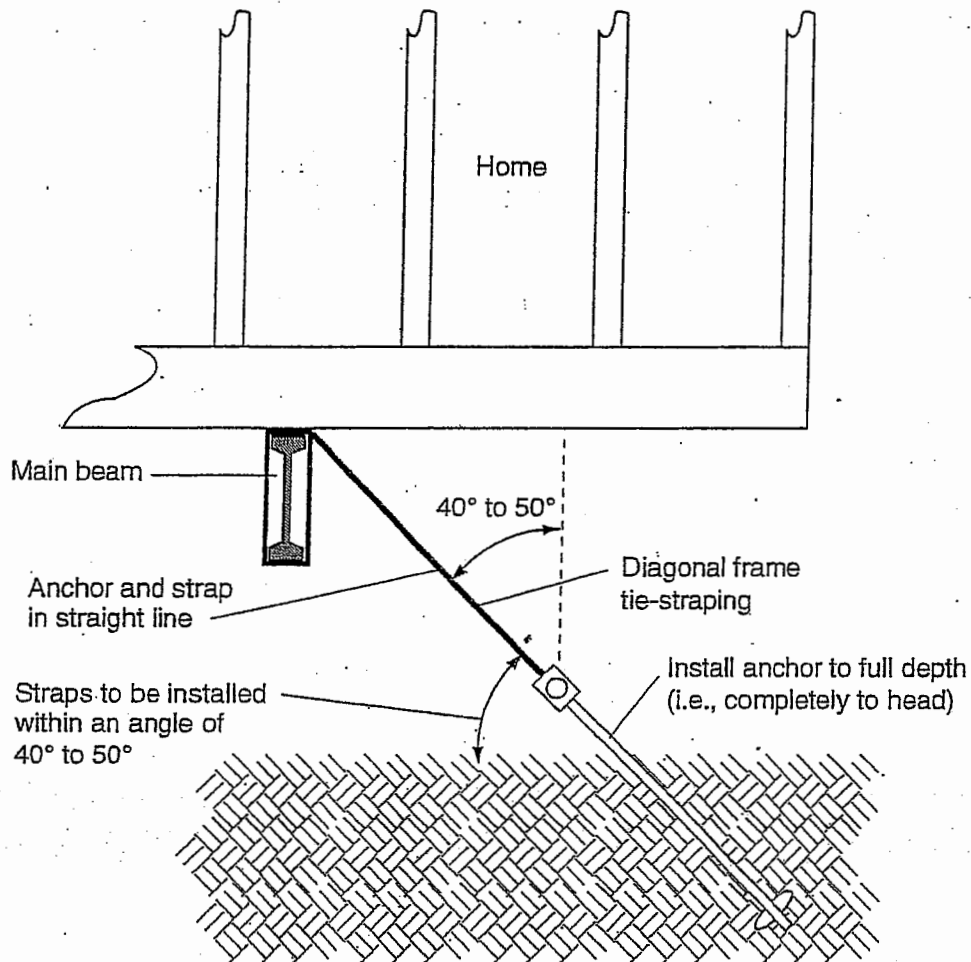
TYPICAL OVERHEAD SERVICE FOR INDIVIDUALLY LOCATED MOBILE HOMES



NOTES:

1. **CUSTOMER** SHALL FURNISH AND INSTALL COMPANY APPROVED POLE. RECOMMENDED SIZE: 25' CLASS 7, CHEMICAL PRESERVATIVE TREATED POLE, INSTALLED MINIMUM 5' IN GROUND AND WELL TAMPED.
2. IF SERVICE DROP EXCEEDS 100' OR PROPER POLE SETTING DEPTH CANNOT BE OBTAINED, **CUSTOMER** SHALL INSTALL PROPER GUYING. COMPANY WILL BOND GUY TO SERVICE NEUTRAL.
3. **CUSTOMER** SHALL FURNISH AND INSTALL ALL SERVICE ENTRANCE FACILITIES LOCATED ON THE LOAD SIDE OF SERVICE DROP CONNECTORS (INCLUDES METER SOCKET AND WEATHERPROOF AND SEALABLE FUSE DISCONNECT OR BREAKER PANELBOARD). COMPANY WILL FURNISH AND INSTALL METER.
WEST VIRGINIA ONLY: METER SOCKETS FURNISHED BY COMPANY.
4. THE SERVICE ENTRANCE SHALL BE A MINIMUM 100 AMP WITH MAIN DISCONNECT AND MEANS FOR CONNECTING AN ACCESSORY BUILDING OR ADDITIONAL ELECTRICAL EQUIPMENT LOCATED OUTSIDE MOBILE HOME. SERVICE DISCONNECT SHALL BE LOCATED WITHIN SIGHT OF AND WITHIN 30 FEET OF THE MOBILE HOME.
5. ALL **CUSTOMER** WORK SHALL BE COMPLETED AND INSPECTIONS (SEE SECTION 4.06) OBTAINED BEFORE COMPANY WILL PROVIDE SERVICE.
6. FEEDER: 4-WIRE, USE PERMANENT WIRING IF OVER 50 AMP.
7. BURIAL DEPTH MAY BE REDUCED TO 18" IF FEEDER IS IN CONDUIT.
8. **INHIBITOR COMPOUND** SHALL BE USED ON ALL ALUMINUM WIRE TERMINATIONS.
9. ANTENNAS OR AERIALS SHALL NOT BE ATTACHED TO ANY POLE USED FOR SUPPLYING ELECTRIC SERVICE TO **CUSTOMERS**.

Diagonal ties

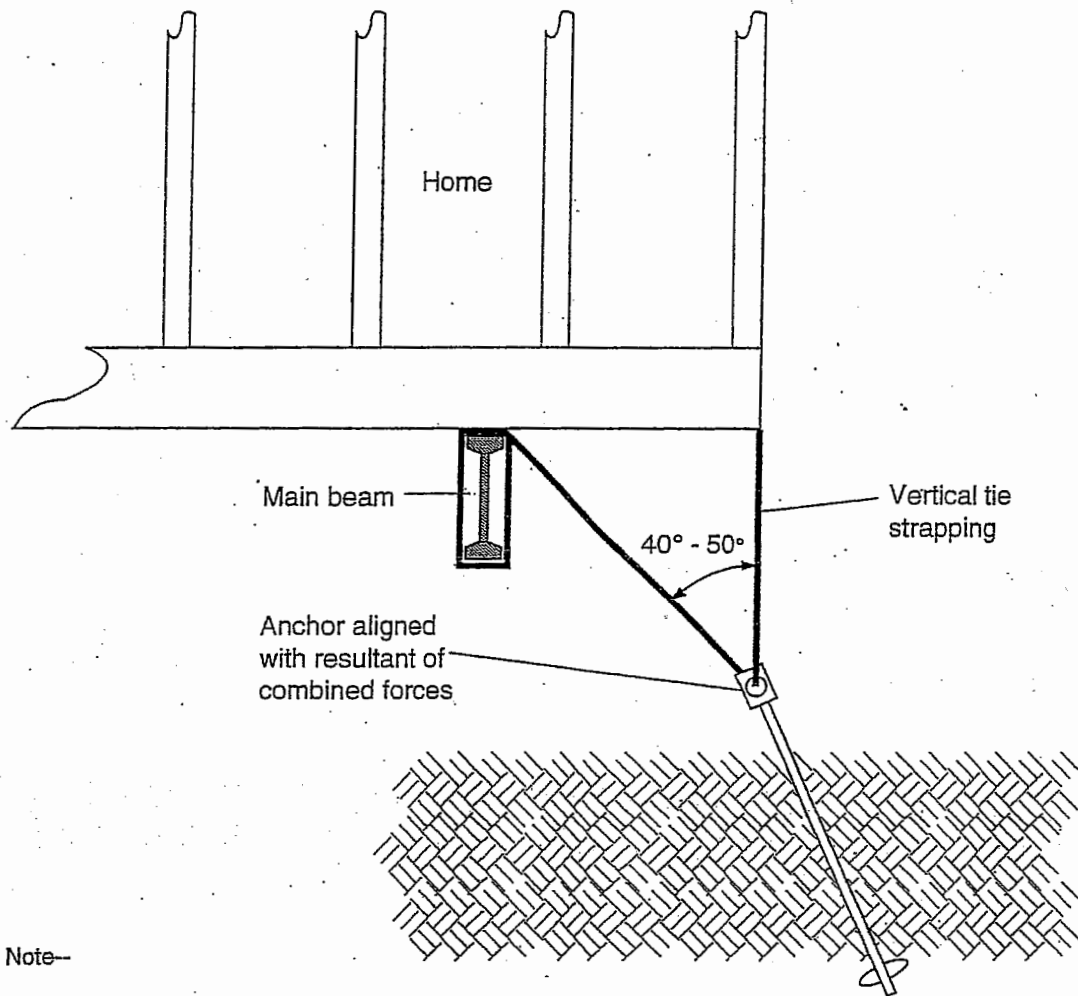


Note --

1. All anchoring parts must be certified to a 4,725-pound capacity.
2. The ground anchors must be sized in accordance with the direction of the load and the type of soil.
3. The ground anchors' augers must be installed below the frost line.
4. Ground anchors may be installed vertically if either a 10-inch x 18-inch (at a minimum) concrete collar or an approved metal stabilizing device is installed.

Figure 5-3 -- Proper alignment of straps and anchors

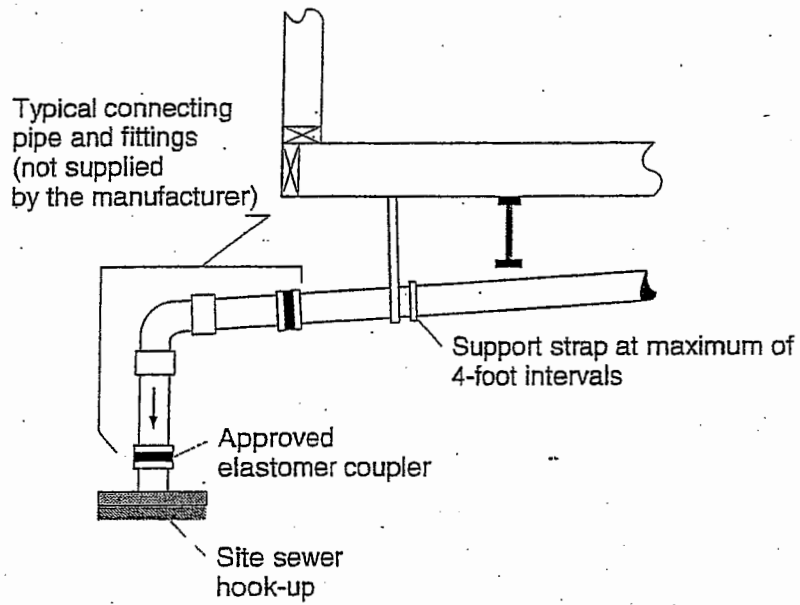
Diagonal and vertical ties



Note--

1. All anchoring parts must be certified to a 4,725-pound capacity.
2. The ground anchors must be sized in accordance with the direction of the load and the type of soil.
3. The ground anchors' augers must be installed below the frost line.
4. Ground anchors may be installed vertically if either a 10-inch x 18-inch (at a minimum) concrete collar or an approved metal stabilizing device is installed.

Figure 5-4 -- Proper alignment of straps and anchors



Note --

Fittings in the drainage system that are subject to freezing, such as P-traps in the floor, have been protected with insulation by the manufacturer. Insulation must be replaced if it is removed to gain access to the P-trap.

Figure 8-5 – Connection to site sewer

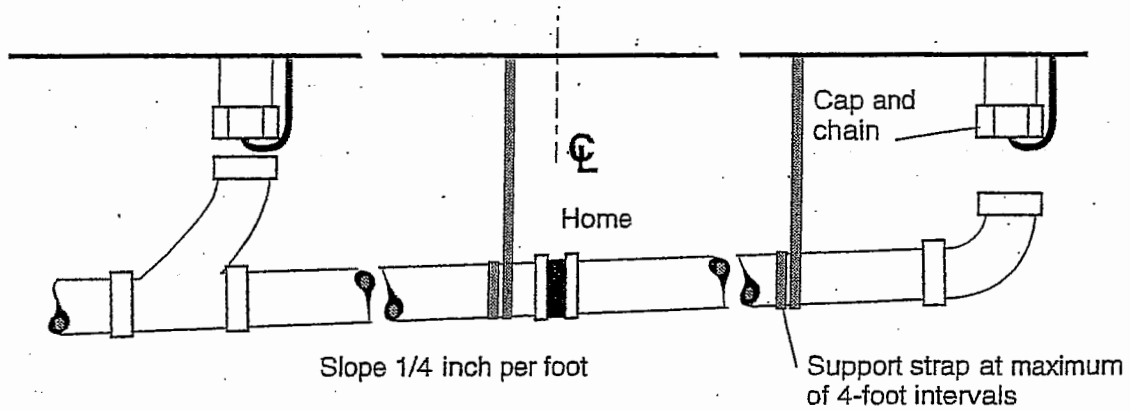


Figure 8-6 -- Drain-line cross-over connection