

EARL TOWNSHIP

APPLICATION FOR OCCUPANCY PERMIT

PERMIT #: _____

DATE REC'D: _____

Applicant's Name: _____ Telephone No. _____

Address: _____

Owner's Name: _____ Telephone No. _____

Address: _____

Address of Property: _____

Description of New Structure or Modification: _____

Name of Business: _____

Business will contain _____ square feet and a height of _____ from grade to the highest point.
Dimension: _____ Date of Completion: _____

Date of Start-Up: _____

Proposed Use: _____

PROVIDE TWO (2) SETS OF PLANS WHICH CLEARLY SHOW...

1. Construction plans of sufficient detail to demonstrate compliance with the Township's building code (if applicable).
2. The dimensions and shape of the lot to be built upon.
3. The location and dimensions (length & width) of all existing buildings on the lot.
4. The location and dimensions (length, width, & height) of all proposed buildings or additions to buildings and off-street parking and/or loading facilities.
5. The setback dimensions for all proposed buildings or additions to buildings, measured from the side and rear property lines and the abutting street centerline.
6. The location of sanitary sewer and water supply facilities.
7. A statement indicating the existing and proposed use.

Date_____
Applicant's Signature

FOR ZONING OFFICER'S USE ONLY

This application is: Approved () Denied ()

Date_____
Zoning Officer's Signature

Comments: _____

Zoning Permit Fee: _____ Building Permit Fee: _____ Other: _____ Total Fee: _____

Permit Fee Paid On: _____ Check Number: _____ Cash: _____

Zoning District: _____ Tax Map Number: _____ County Account Number: 050-_____

Commercial/Industrial Tenant Occupancy Changes

A zoning permit pursuant to the Caernarvon Township Zoning Ordinance *AND* a building permit pursuant to the Uniform Construction Code (UCC) are required *BEFORE* a tenant of a commercial or industrial space moves into an existing or proposed tenant space. Failure to do so will make the building “Uncertified” under the current UCC laws!

To assure that all tenants are in compliance with the requirements of the UCC, the attached application must be completed, in addition to the required zoning permit application. This application is required pursuant to the below cited sections of the UCC.

§ 403.46. Certificate of occupancy.

(a) *A building, structure or facility may not be used or occupied without a certificate of occupancy issued by a building code official.*

§ 403.42. Permit requirements and exemptions.

(a) *An owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a commercial building, structure and facility or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system regulated by the Uniform Construction Code shall first apply to the building code official and obtain the required permit under § 403.42a (relating to permit application).*

Earl Township

517 North Railroad Avenue
 New Holland, PA 17557
 (717) 354-0773 - Fax (717) 355-0599

• Application for change of Use and Occupancy Certificate •

Earl Township allows the selection of one of the following three inspection agencies to review applications for a change in use and occupancy. Please initial and date your selection below...

_____	_____	<i>Associated Building Inspections, Inc.</i>	<i>717-733-1654</i>
		<u><i>www.weknowcodes.com</i></u>	
_____	_____	<i>Code Administrators, Inc.</i>	<i>717-859-3499</i>
		<u><i>www.codeadministrators.com</i></u>	
_____	_____	<i>Technicon Enterprises, Inc.</i>	<i>610-286-1622</i>
		<i>e-mail – <u><i>receptionist@technicon2.com</i></u></i>	

Applicant shall complete the top section of this form and return it to the Municipality for issuance of a permit. The application will be forwarded to the building department for review and approval. Should the building department require more information you will be contacted at the numbers provided. When approval has been obtained, an inspection shall be scheduled by contacting the Building Code Official at the number supplied with the permit. Occupancy shall be reviewed under the International Existing Building Code.

• To be completed by the applicant • Please print legibly •

City:	Municipality:	Date:
Applicant Name:		Contact #:
Applicant address:		
Applicant e-mail:		
Business Name:		Contact #:
Business Address:		
Property Owner:		Contact #:
Property owner address:		
Do you have access to any prior occupancy certificates? If yes please provide.		Yes: No:
What type of business will be operated from this location? Please explain below.		
What type of business activity was previously at this location?		
Does this business involve the use or storage of hazardous materials?		Yes: No:
If hazardous materials are used or stored provide quantities and MSDS sheets		
Have or are any changes to the configuration of the space going to be made?		Yes: No:
Are there accessible facilities available on the property?		Yes: No:
Is this a multi-story building?		Yes: No:
Does the building have sprinkler or fire protection systems?		Yes: No:
Has zoning approval been obtained for this business at this location?		Yes: No:
How many employees will be working at this location?		

• To be completed by building department •

Date application received:

Application reviewed by:

Application approved: If No see below

Yes:

No:

Date:

C/O issue date:

Code Official: