

# MVCOG

MOSHANNON VALLEY COUNCIL OF GOVERNMENTS  
501 E. MARKET STREET  
SUITE 7  
CLEARFIELD, PA 16830  
814-765-3080

1. **ITEMS TO SUBMIT:**
  - A. COMPLETED AND SIGNED APPLICATION
  - B. SIGNED PRIOR MUNICIPAL APPROVAL PAGE
  - C. TWO (2) SETS OF PLANS
  - D. ANY OTHER ITEM(S) LISTED ON THE SUBMITTAL HANDOUT CHECKLIST
  
2. **GET PRIOR APPROVAL FORM SIGNED BY THE MUNICIPALITY IN WHICH THE WORK WILL BE DONE.**
  
3. **PLEASE PROVIDE ACCURATE MAILING ADDRESS INFORMATION ON THE APPLICATION FOR THE MAILING OF YOUR CERTIFICATE OF OCCUPANCY.**
  
4. **WHEN ALL NECESSARY PAPERWORK HAS BEEN COMPLETED, RETURN IT TO THE MVCOG OFFICE OR TO YOUR MUNICIPAL OFFICE. AFTER YOUR APPLICATION HAS BEEN REVIEWED, YOU WILL BE CONTACTED WITH THE AMOUNT OF THE PERMIT FEE. PERMIT MUST BE PAID FOR IN FULL BEFORE ISSUANCE.**
  
5. **ONCE PERMIT IS ISSUED, IT IS YOUR RESPONSIBILITY TO SCHEDULE ALL NECESSARY INSPECTIONS.**

*\*FOR RESIDENTIAL PROJECTS, CALL JACK CARNS AT 814-591-0186.*

*\*FOR COMMERCIAL PROJECTS, CALL BRIAN WRUBLE AT 814-590-2933.*

**FAILURE TO CALL FOR A FINAL INSPECTION COULD RESULT IN ADDITIONAL FEES AND/OR PENALTIES.**

6. **IF ANY ASSISTANCE IS NEEDED, CONTACT THE MVCOG OFFICE.**
  - A. PHONE (814) 765-3080
  - B. FAX (814) 765-3082
  - C. [moshannonvalleycog@gmail.com](mailto:moshannonvalleycog@gmail.com)

(OFFICE HOURS ARE MONDAY AND THURSDAY FROM 9 AM TO 3 PM)

**PENNSAFE BUILDING INSPECTION SERVICES LLC – PERMIT APPLICATION**

175 Beaver Drive, P.O. Box 486 – DuBois, PA 15801

Phone: 814-375-1111 Fax: 814-375-1117 Toll Free: 855-PENNSAF

Permit No. \_\_\_\_\_

**LOCATION OF PROPOSED WORK OR IMPROVEMENT**

Municipality: \_\_\_\_\_ Tax Parcel # \_\_\_\_\_

Site Address: \_\_\_\_\_

Lot# \_\_\_\_\_ Subdivision/Land Development: \_\_\_\_\_ Phase: \_\_\_\_\_ Section: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone# \_\_\_\_\_ Fax# \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

Principal Contractor: \_\_\_\_\_ Phone# \_\_\_\_\_ Fax# \_\_\_\_\_

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

Architect: \_\_\_\_\_ Phone# \_\_\_\_\_ Fax# \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

**TYPE OF WORK OR IMPROVEMENT (Circle all that apply)**

New Building Addition Alteration Repair Demolition Relocation  
Change of Use Plumbing Electrical Mechanical Other \_\_\_\_\_

Describe the Proposed work: \_\_\_\_\_

**ESTIMATED COST OF CONSTRUCTION (Reasonable fair market value)** \_\_\_\_\_

**DESCRIPTION OF BUILDING USE (Check one then complete applicable info)**

**RESIDENTIAL**

Single Family Dwelling  
Duplex  
Townhouse  
Total Sq. ft. of finished living space \_\_\_\_\_

**NON-RESIDENTIAL (Commercial)**

Specific Use \_\_\_\_\_  
Use Group: \_\_\_\_\_ Construction Type: \_\_\_\_\_  
Change of Use (indicate former and proposed): \_\_\_\_\_  
Maximum Occupant Load: \_\_\_\_\_  
Maximum Live Load: \_\_\_\_\_

**Sprinkler system to be installed:** (Check one) Yes \_\_\_\_\_ No \_\_\_\_\_

**BUILDING DIMENSIONS**

Existing Building Area: \_\_\_\_\_ sq. ft.      Number of Stories: \_\_\_\_\_  
Proposed Building Area: \_\_\_\_\_ sq. ft.      Height Above Grade: \_\_\_\_\_ ft.  
Total Building Area: \_\_\_\_\_ sq. ft.      Area of Largest Floor: \_\_\_\_\_ sq. ft.

**FLOODPLAIN INFORMATION**

Is the site located within an identified flood plan area? (Check one) Yes \_\_\_\_\_ No \_\_\_\_\_

Note: All proposed development shall be in accordance with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act.

**HISTORIC DISTRICT INFORMATION**

Is the site located within a Historical District? (Check one) Yes \_\_\_\_\_ No \_\_\_\_\_

Note: If yes, you must provide proper Historical District certification per the UCC Law.

The applicant certifies that all information on this application is correct and the work will be completed in accordance with the “approved” construction documents and PA Act 45 – Uniform Construction Code and any additional approved building code requirements adopted by the Municipality. The property owner and applicant assumes the responsibility of locating all property lines, setback lines, easements, right of ways, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant hereby certifies he/she understands all applicable codes, ordinances and regulations.

Application for a permit shall be made by the **owner or lessee of the building or structure, or authorized agent of either, or by the authorized registered Design Professional** employed in connection with the proposed work.

**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 applicable codes to such permit.**

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print Name of Owner or Authorized Agent

Address: \_\_\_\_\_

Date: \_\_\_\_\_

**Directions to Worksite:** \_\_\_\_\_

**OFFICE USE ONLY below**

Permit Fee: \$ \_\_\_\_\_

Plan Submittal Checklist Attached: yes \_\_\_\_\_ no \_\_\_\_\_

Plan Review Approval Date: \_\_\_\_\_

**MUNICIPAL PRIOR APPROVAL CHECKLIST**

Name of Municipality\_\_\_\_\_

Name of Applicant\_\_\_\_\_

Parcel#\_\_\_\_\_ Lot#\_\_\_\_\_

**This Section below to be completed by the Authorized Municipal Representative**

**CHECKLIST ITEMS**

Is the project site located in a Flood Area? (Check one) yes\_\_\_\_\_ no\_\_\_\_\_

**(Circle one)**-----**Residential Project** or **Commercial Project**

Description of Work: \_\_\_\_\_

Zoning or Land Use Permit            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Stormwater Management            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Street cut/ Driveway            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Sewage/Onlot Permit            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Water Permit            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

PennDot Highway Occupancy            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Floodplain Permit            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

Other\_\_\_\_\_            Approved\_\_\_\_\_            Not applicable\_\_\_\_\_

I certify that all required Municipal Codes, Ordinances and Regulations have been met and approval thereby is granted to issue the requested Permit.

Authorized Municipal Representative signature:\_\_\_\_\_

Date:\_\_\_\_\_

**\*\*NOTE THAT THIS PERMIT APPLICATION PACKAGE MUST BE COMPLETED AND THEN SUBMITTED WITH THE PROJECT CONSTRUCTION PLANS AND THE CORRESPONDING SUBMITTAL CHECKLIST\*\***

# **PENNSAFE BUILDING INSPECTION SERVICES LLC**

## **POOL / SPA INSTALLATION GUIDE**

This informative guide is intended as an aid for pool/ spa/ hot tub installations. It does not need submitted with your plan submittal. It is however highly recommended that you review it and apply the code data supplied with it.

The following items must be adhered to:

### **GENERAL POOL INFO**

- Location of pool must be so that any overhead service entrance cables are 22.5' from the water level in any direction. If installing a diving board or platform a distance of 14.5' must be maintained.
- If in-ground pool, consideration for any underground utilities should be taken. No non-pool related underground wire within 5' of pool wall unless in approved conduit.
- Pool wiring:
  - a. Feeder wires and branch circuit wires need to be installed in conduit. NM (romex) allowed indoors only in residential.
  - b. Conduit must be of the following type: RMC, IMC, LFNMC, RNC
- Bonding:
  - a. All metal parts of structure & equipment must be bonded
  - b. Exception: isolated parts < 4" in any dimension and do not penetrate the pool structure < 1"
  - c. Bonding with a 8 AWG or larger conductor
- Grounding:
  - a. Grounding conductors must be insulated
  - b. No splices in conductors must land in terminals
- Lighting:
  - Underwater Wet-Niche (light):
    1. Installed where top of fixture lens is not less than 18" below water line
    2. Bonded and secured to shell requiring a tool for fixture removal
    3. Low voltage lines from UL listed transformer separate from line voltage
    4. Over 15 V must be GFCI protected
    5. Connections in Wet-Niche must be potted
    6. Metal parts in contact with pool water need to be corrosion-resistant
    7. Junction boxes for pools must be UL listed for use
  - Dry-Niche:
    1. Provided with means for drainage of water
    2. One equipment-grounding conductor for each conduit entry
  - No-Niche:
    1. UL listed for use
    2. Installed in forming shells connected for each conduit bracket

- **Receptacles and Equipment Locations:**
  - a. Receptacles for circulation and sanitation systems of pools shall be permitted to be located between 6' and 10' from pool wall and be a single rec. GFCI protected with ground and be of a locking type.
  - b. Permanently installed pools require a receptacle at least 6' but no more than 20' from pool wall
  - c. All exterior receptacles within 20' of pool walls need to be GFCI protected
  - d. An accessible disconnecting means for all equipment except lighting shall be located within site of equipment and not less than 5' from pool wall
- **Lighting Outlets:**
  - a. Existing lights less than 5' from pool wall and at least 5' above the water level need to be GFCI protected
  - b. New installation above the pool or within 5' of pool wall need installed at least 12' above the water line
  - c. Indoors lights with a totally enclosed fixture or identified for use can be 7'6" above the water if GFCI protected
  - d. Switches other than ones UL listed need to be at least 5' from pool wall
- **Entrapment protection:**
  - a. All pool and spa suction outlets shall conform to ANSI/ASME A112.19.8M or be a drain grate of at least 12" X 12" or larger or an approved channel drain

#### SPA AND HOT TUB INFO

- **Spas and hot tubs follow same rules as pools except for:**
  - a. Factory assembled units can connect to power source with a 15" cord to a GFIC outlet
  - b. Bond all metal parts within 5' of spa or hot tub
  - c. GFCI protection to spa or hot tub not required if pumps, heaters, lights and other electrical equipment is protected by self contained GFCI UL listed from factory
  - d. No wall switches or appliances within 5' of hot tub or spa
  - e. Indoor locations: Light fixtures permitted less than 7' 6" over spa or hot tub if GFCI protected, enclosed with glass or plastic lens, no exposed metal parts and listed for damp locations.

#### BARRIER PROTECTION INFO

- **Barriers are designed to provide protection against potential drowning by restricting access to swimming pools, hot tubs and spas:**
  - a. The barrier must be at least 48" to the top above the finish grade
  - b. Openings in barrier shall not allow a 4" diameter sphere to pass through
  - c. Access gates for pedestrians shall have a self locking device and be of a self closing type
  - d. The release mechanism for the gate must be at least 54" from the bottom of the gate or be located at least 3" below the pool side of the top of the gate. The gate and barrier shall have no opening larger than 1/2" within 18 inches of the release mechanism.

- e. If a wall of a dwelling serves as part of the barrier all doors that directly access the pool need to be equipped with an audible alarm
- f. Where an above ground pool serves as the barrier the ladder or steps need to be capable of being locked, secured or removed to prevent access
- g. Barriers shall be constructed and located away from structures, equipment or similar objects to prevent them from being used to climb on or over the barriers
- h. Barrier exceptions – hot tubs or spas with a safety cover complying with ASTM F 1346 shall be exempt from these provisions.

### DECK INFO

- Decks:
  - a. Decks built 30" high above grade require guardrail protection
  - b. Plans for deck need to be submitted for approval at time of permit application
  - c. Deck footing must be a minimum of 36" deep for frost protection
  - d. Access to decks around pools must meet above barrier requirements
  - e. Decks cannot cantilever on above ground pool walls without proof from the manufacturer that the pool is capable of supporting the deck

### PORTABLE POOL INFO

- Portable or storable pools:
  - a. Cord connected pumps shall have a double insulated cord and ground that grounds all internal non-accessible metal parts
  - b. Electrical equipment needs protected by GFCI circuit
  - c. Lights for storable pools need to be UL listed with no exposed metal parts

**\*\*IN STRICT ACCORDANCE WITH THE UCC LAW; NO POOL, SPA, HOT TUB OR SIMILAR EQUIPMENT SHALL BE USED UNTIL ALL NECESSARY INSPECTIONS ARE COMPLETED AND APPROVED AND THE CERTIFICATE OF APPROVAL IS ISSUED\*\*.**

**PENNSAFE BUILDING INSPECTION SERVICES LLC**  
**RESIDENTIAL POOL SUBMITTAL AND INSPECTION HANDOUT**

**THE FOLLOWING ITEMS MUST BE SUBMITTED:** All items must be checked off

- Application
- Site Plan of pool/spa location
- One copy of manufacturer specifications and plans (provide at job site)

**THE FOLLOWING INSPECTIONS MUST BE SCHEDULED AND COMPLETED:**

<u>Inspection Category:</u>	<u>Inspector signoff and date</u>
1. Frame (prior to backfill)	_____
2. Electrical (after bonding prior to covering)	_____
3. Final (when installation is complete)	_____

**This directory of inspections must be posted at the job site. All inspections must be approved in order to obtain a Certificate of Approval. In accordance with the UCC Law, no pool may be used until the Certificate of Approval has been issued.**

**\*\*THIS COMPLETED FORM MUST BE SUBMITTED WITH THE PROJECT PLANS\*\***

**\*PROVIDE AT LEAST 24 HOURS ADVANCED NOTICE FOR SCHEDULING INSPECTIONS\***