

Plains Township Building Permit Application

Permit Fee: _____

126 N. Main St., Plains, PA 18705

Plans Review Fee: _____

Phone: 570-270-3900

Fax: 570-270-3892

Zoning Fee: _____

Permit #: _____

*** Fill out ONLY applicable blocks. If unknown, leave blank.

Date: _____

Site Address: _____ Tax Parcel #: _____

Lot #: _____ Subdivision / Land Development: _____

Owner: _____ Phone #: _____ Fax #: _____

Mailing Address: _____ Email: _____

Contractor: _____ Phone #: _____ PA HIC # _____

Mailing Address: _____ Email: _____

Architect: _____ Phone #: _____ Fax #: _____

Mailing Address: _____ Phone #: _____ Fax #: _____

Type of Work of Improvement (Check All That Apply)

- New Building Foundation Only Alteration Demolition Relocation
 Addition Change of Use Plumbing Mechanical Electrical

Describe the proposed work: _____

Cost of Construction: \$ _____ Utility Company Job # _____

Description of Building Use (Check One)

RESIDENTIAL

- One-Family Dwelling
 Two-Family Dwelling
 Multi-Family
of Units _____

NON-RESIDENTIAL

Specific Use: _____
Use Group: _____
Change in Use: Yes No
If Yes indicate former use: _____
Maximum Occupant Load: _____
Maximum Live Load: _____

STORMWATER PERMIT MAY BE REQUIRED

Building / Site Characteristics

Number of Residential Dwelling Units: _____ Existing, _____ Proposed
Mechanical: Type of Heating / Ventilating / Air Conditioning (i.e. electric, gas, oil, etc. _____
Water Service Public Private
Sewer Service Public Private Septic Permit #: _____

Does or will your building contain any of the following:

Fireplace(s): Number _____ Fuel Type _____ BTU's _____ Vent Type: _____
Elevator / Escalators / Lifts / Moving Walks: Yes No
Sprinkler System: Yes No
Pressure Vessels: Yes No
Refrigeration System: Yes No

Building Dimensions

Existing Building Area: _____ Sq. Ft. Number of Stories: _____
Proposed Building Area: _____ Sq. Ft. Height of Structure Above Grade: _____
Total Building Area: _____ Sq. Ft. Area of the Largest Floor: _____

Flood Plain

Is the site located within an identified flood prone area? Yes No
Will any portion of the flood prone area be developed? Yes No N/A
Owner / Agent shall verify that any proposed construction 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 (d).

Historic District

Is the site located in a Historic District? Yes No
If any construction is 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" 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, rights-of-way, 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 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 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 code(s) applicable to such permit. **PERMIT FEES ARE NON-REFUNDABLE!**

Signature of Owner or Authorized Agent

Print Name of Owner or Authorized Agent

For Code Administrator Use Only

Additional Permits / Approvals Required:

<input type="checkbox"/>	Street Cut / Driveway	Approved:	
<input type="checkbox"/>	Cut and Fill	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	PennDOT Highway Occupancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	DEP Floodway or Floodplain	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	Sewer Connection	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	On-Lot Septic	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	Zoning	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	Historical & Architectural Review Board	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	Stormwater Management	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	Other (list)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Approvals:

Building Permit Denied: Date: _____ Date Returned: _____

Building Permit Approved: Date: _____

Code Administrator: _____

Date Issued: _____ Expires On: _____ Permit #: _____

Building Permit Fee: \$ _____

Project Documents (Drawings and Calculations)

Type of Documents:

Foundation Plans	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Construction	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Electrical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Mechanical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Plumbing	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Specifications	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ADA	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Workers		
Comp.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

EFFECTIVE SEPTEMBER 11, 2025

All Plans: 3 hard copies (professionally stamped for commercial) and 1 digital copy,
Large Plan Sets require a USB drive with PDF format.

Plans Examination Fee Schedules

Residential Plan Reviews

New Home Construction	\$200.00
New Home Fire Protection System	\$100.00
Sunrooms / Additions	\$40.00
Solar	\$100.00

Commercial Plan Reviews

Construction Cost \$0.00 up to \$45,000	\$400.00
Construction Cost over \$45,000 and up	\$400.00
	+ \$3.50 per \$1,000.00

Sprinkler Systems & Fire Alarm Systems

Single Page Review	\$100.00
Multiple Page Reviews up to \$10,000	\$200.00
Above \$10,000 construction cost	\$400.00 for first \$45,000 + \$3.50 per \$1,000.00

Plains Township Residential Permit Fee Schedule

Cost of Work	Permit Fee
\$1.00 - \$500.00	\$24.50
\$500.01 - \$600.00	\$29.50
\$600.01 - \$700.00	\$34.50
\$700.01 - \$800.00	\$39.50
\$800.01 - \$900.00	\$44.50
\$900.01 - \$1,000.00	\$49.50
\$1,000.01 - \$2,000.00	\$64.50
\$2,000.01 - \$3,000.00	\$79.50
\$3,000.01 - \$4,000.00	\$94.50
\$4,000.01 - \$5,000.00	\$109.50
\$5,000.01 - \$6,000.00	\$124.50
\$6,000.01 - \$7,000.00	\$139.50
\$7,000.01 - \$8,000.00	\$154.50
\$8,000.01 - \$9,000.00	\$169.50
\$9,000.01 - \$10,000.00	\$184.50

\$10,000.01 and above will be \$200.00, plus \$7.50 for each additional \$1,000, plus \$4.50 state fee.

Residential Electrical Service Fee is a flat rate of \$104.50

FAILED inspections are subject to an additional charge of \$65.00 per inspection

Cost of work will be based upon the contract provided with application OR the Higher of the Code Officials estimate based on either the most recent edition of the R. S. Means Co., Inc. "Construction Data Book" or by Marshall & Swift.

FEES WILL BE DOUBLED FOR THOSE FAILING TO SECURE PERMIT PRIOR TO START OF WORK

Make check or money order payable to: **Plains Township
126 N. Main St.
Plains, PA 18705**

Plains Township Commercial Permit Fee Schedule

Cost of Work	Permit Fee
\$1.00 - \$500.00	\$29.50
\$500.01 - \$600.00	\$35.75
\$600.01 - \$700.00	\$42.00
\$700.01 - \$800.00	\$48.25
\$800.01 - \$900.00	\$54.50
\$900.01 - \$1,000.00	\$60.75
\$1,000.01 - \$2,000.00	\$79.50
\$2,000.01 - \$3,000.00	\$98.25
\$3,000.01 - \$4,000.00	\$117.00
\$4,000.01 - \$5,000.00	\$135.75
\$5,000.01 - \$6,000.00	\$154.50
\$6,000.01 - \$7,000.00	\$173.25
\$7,000.01 - \$8,000.00	\$192.00
\$8,000.01 - \$9,000.00	\$210.75
\$9,000.01 - \$10,000.00	\$229.50

\$10,000.01 and above will be \$200.00 plus \$10.00 for each additional \$1,000
Plus 25% administration fee, plus \$4.50 state fee

Commercial Electrical Service Fee is a flat rate of \$154.50

FAILED inspections are subject to an additional charge of \$65.00 per inspection

Cost of work will be based upon the contract provided with application OR the Higher of the Code Officials estimate based on either the most recent edition of the R. S. Means Co., Inc. "Construction Data Book" or by Marshall & Swift.

FEES WILL BE DOUBLED FOR THOSE FAILING TO SECURE PERMIT PRIOR TO START OF WORK

**Make check or money order payable to: Plains Township
126 N. Main St.
Plains, PA 18705**

Permit Fee Worksheet for COMMERCIAL projects in Excess of \$10,000.00
All others refer to the fee schedules on Page 4 (Residential) and Page 5 (Commercial)
Electrical Services are a flat fee and this page is not required

Cost of Construction	
First \$10,000 of the project cost	\$ 200.00
\$10.00 per each additional \$1,000	-\$ 100.00
Subtotal Permit Fee	\$ 100.00
25% of the permit fee	\$ 25.00
\$4.50 State fee	\$ 4.50
Total Cost of Permit	\$ 129.50

Permit Fee Worksheet for RESIDENTIAL projects in Excess of \$10,000.00

Electrical Services are a flat fee and this page is not required

Cost of Construction	\$ 0.00
First \$10,000 of the project cost	\$ 200.00
\$7.50 per each additional \$1,000	-\$ 75.00
Subtotal Permit Fee	\$ 125.00
\$4.50 State Fee	\$ 4.50
Total Cost of Permit	\$ 129.50

To schedule inspections please call or email us at the following:

Mark D. Bienias Plumbing & HVAC Inspector
MBienias747@aol.com
570-814-1048

Phone: 570-270-3900

*** Carbon Monoxide Detectors Are Required To Be Provided For Any Residence That Contains A Fuel-Fired Appliance Or Has An Attached Garage**

PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER OR CONTRACTOR TO CONTACT BHW FOR INSPECTIONS.

The following inspections are required if applicable:

Concrete Foundation Wall Pre-Pour

Backfill Inspection (Prior to placement)

Underground Plumbing

Underground Electrical

Electrical Service (A Utility Company Job Number is required to be obtained from the utility company)

Basement Slab Pre-Pour

Rough Framing

Rough Wiring

Rough Plumbing

Rough Mechanical

Insulation / Energy Conservation

Wallboard

Final Building

Final Electrical

Final Plumbing

Final Mechanical