

Municipal Code Association

1227 Sunset Drive
Butler, Pennsylvania 16001

Phone: 724-841-0141

Fax: 724-841-0043

Email: mcode@zoominternet.net

RESIDENTIAL Building Permit Application Checklist

Municipality: _____

Authorized Signature: _____

Fax to 724-841-0043

THIS IS NOT A BUILDING PERMIT!

TO GET A **BUILDING PERMIT** YOU WILL NEED:

1. 2 Copies of Plans
2. Building Permit Application from your municipality
3. ELECTRICAL PLANS (if applicable) approved by one of the electrical inspectors on the list
4. **Someone from MCA will call you to talk about your project when we receive this form from your municipality ****

Name: _____

MAILING ADDRESS

Site Address:

Phone Number(s)

Email Address

The following **PERMITS** have been issued:

ALL MUST BE EITHER CHECKED OR
NA WRITTEN IF DOESN'T APPLY TO THIS PROJECT

- | | |
|--|--|
| <input type="checkbox"/> Zoning _____ | <input type="checkbox"/> Sewage # _____ |
| <input type="checkbox"/> Driveway - State # _____ | <input type="checkbox"/> Local Planning _____ |
| <input type="checkbox"/> Stormwater Management _____ | <input type="checkbox"/> County Planning _____ |
| <input type="checkbox"/> Floodplain Verification _____ | <input type="checkbox"/> Tax Parcel No. _____ |

☐ Contractor ID # FOR ADDITIONS AND ALTERATIONS REQUIRED* _____

A \$50 FEE WILL BE ADDED TO ALL APPLICATIONS THAT HAVE NOT BEEN
FINALIZED WITHIN 30 DAYS OF THE CALL FROM MCA / AND /OR IF
CONSTRUCTION STARTS BEFORE THE PERMIT IS ISSUED. **