



Borough of Paxtang

3423 DERRY ST. HARRISBURG, PENNSYLVANIA 17111

Office of Codes and Zoning

PHONE: 717-564-4770
FAX: 717-561-2020

Construction Document Submission Waiver

Building Permit Applicant,

The Borough has received your Application for Plan Review and Building Permit Approval and there are one or more documents missing. Typically, these documents would be submitted for a code compliance plan review to be completed as part of the application approval process for any changes to and/or replacement of structural components, the reconfiguring or relocation of doors or windows, any change in the building layout and/or use of the building or part(s) thereof. Such documents include, but are not limited to:

1. **Prints/Scaled Drawings*** - The prints/scaled drawings shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that any and all work will conform to the requirements of the Uniform Construction Code.
2. **Manufacturer's Installation Instructions and/or Specifications** - For any equipment (plumbing, electrical, HVAC, etc.) or materials to be used on the project.
3. **Flood Zone Compliance** - All information such as base flood elevation, building elevation and any other pertinent data relating to construction within a flood zone(if applicable).
4. **Site Plan** (a scaled drawing showing an overhead view of any features and structures on the lot) - This is typically for any new structure or expansion of an existing structure.

*Prints/scaled drawings for **commercial projects** must be prepared by a design professional (i.e. licensed architect or licensed professional engineer) with the exception that an unlicensed person may prepare documents for the remodeling or alteration of a building provided that there is no compensation and the remodeling or alteration does not relate to any addition to the building or changes to the building's structure or means of egress.

The Borough of Paxtang STRONGLY ENCOURAGES any Building Permit Applicant to submit all the necessary documents from the above list. The plan review process is a practical way to catch any errors or omissions of the planned project prior to the start of the actual work. As it is often said it is more economical to fix it on paper than after the work has started and it is found to be non-compliant with the Uniform Construction Code. Should you wish to move forward without the submission of these documents please read the below paragraph and complete the signature section.

I have read and fully acknowledge the above information and I desire to continue with the application process. I am asking the Building Code Official to waive the submission of any or all of the above documents (where allowed by law). I am aware that should this waiver be granted I will be fully liable, and shall indemnify and hold the Borough harmless, for any disapproved construction practices or methods, failed inspections and agree to make any subsequent modifications or reconstruction to make the materials, workmanship or conditions compliant with the Uniform Construction Code.

_____	_____	_____
Printed Name	Signed	Date

Borough Codes Official use only	
Site address _____	
Items Waived – All _____ Partial (indicate items not waived) _____	
Waived By _____	Date _____