

# **HATFIELD TOWNSHIP**

## **OUTDOOR FURNACE PERMIT PROCEDURES**

*An Outdoor Furnace permit is required for all new construction including all renovations and alterations.*

**PART I** – Location of Property – Address, Parcel Number and Lot & Block must be provided on all applications.

**PARTS II thru VII** – **Complete** this section.

**PART VIII** – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and or contractor may be reached. Contractors making application must be registered with Hatfield Township annually.

### **PLANS AND SPECIFICATIONS**

- **Three (3) copies of all plans and specifications must be submitted with all applications.**
- **All non-residential plans must be designed and sealed by a design professional.**
- **Plans must also include all calculations of the International Energy Code by using COMcheck EZ software.**
- **Pennsylvania Contractor License Number required for all home improvement work.**

### **ADDITIONAL INFORMATION**

**GREEN POINTS QUALIFICATION (RESOLUTION 13-16)** – In order to encourage cost-effective and sustainable building methods, residential building permit applicants may earn Green Points and qualify for permit fee reductions or waivers (applicable to 1 or 2 family dwellings). Please contact the Safety and Code Enforcement Department for more information.

**FEES** – Permit fees must be submitted with the permit application. If paying by check, please make check payable to “Hatfield Township”.

**REVIEW** – The application will be reviewed by the Code Enforcement and Zoning Departments for compliance with all Hatfield Township codes, ordinances and the State UCC.

**PERMIT GRANTED** – **Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

**PLUMBING, ELECTRICAL AND HVAC** – All plumbing, electrical, heating and air conditioning contractors and/or their personnel performing commercial or new home construction must be registered and provide a Certificate of Insurance verifying Worker's Compensation coverage, and Federal or State Employer Identification Number (EIN). In addition, each contractor must obtain the appropriate permits for the work to be done.

**INSPECTIONS** – Call the Township Safety and Code Enforcement Office (215-855-0900) at least 24 hours in advance to schedule each inspection. All electrical inspections will be performed by **UNITED INSPECTION AGENCY, INC.** (215-542-9977). Responsibility for notification for inspections at the

various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval.

# HATFIELD TOWNSHIP

## OUTDOOR FURNACE PERMIT APPLICATION

### PART I – PROPERTY LOCATION

Address: \_\_\_\_\_ Suite #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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### PART II – NON-RESIDENTIAL

Business Name/Tenant: \_\_\_\_\_

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### PART III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

OWNER Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

MECHANICAL CONTRACTOR Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

State License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

DESIGN PROFESSIONAL Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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**PART IV – TYPE OF WORK**

NEW CONSTRUCTION \* REPAIR \* REPLACE \* RENEWAL (Circle one)

Type of Unit being installed \_\_\_\_\_ Type of Fuel source: \_\_\_\_\_

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**PART V – DIMENSIONS**

Total square footage of dwelling area, based on exterior dimensions \_\_\_\_\_ sq. ft.

Number of stories \_\_\_\_\_

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**PART VI - COST**

Cost of Improvements \$ \_\_\_\_\_

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**PART VII – FEE** (see attached fee schedule)

**PERMIT FEE:** \$ \_\_\_\_\_

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**PART VIII - SIGNATURE**

*Deposit of Check Representing the Fee for this Application does not Constitute Approval of or Granting of Same by Hatfield Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.*

**SIGNATURE OF APPLICANT (Please Print & Sign)**

**DATE**

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**SCHEDULE OF FEES**

(from Resolution 14-26)

**RESIDENTIAL (One & Two Family Dwellings)**

- **Furnace - New Construction – Replacement – Renovations**  
\$60.00 per unit
- **Renewal Permit**  
\$25.00 per unit

## **INSPECTIONS REQUIRED**

### BUILDING DEPT. INSPECTIONS

- Underground
- Rough (before close-in)
- Final

### ELECTRICAL INSPECTIONS

- Rough (before close-in)
- Final

### **NOTES:**

- **ALL ELECTRICAL WORK** must be inspected by **UNITED INSPECTION AGENCY, INC. (215-542-9977)**. All new electrical work needs electrical permit. Inspection and plan review fees are included in the permit fees.
- **OUTDOOR FURNACES** must be inspected annually for zoning and manufacturer's requirements. A certificate will be issued on these compliances.
- This inspection is **not approving** the cleanliness or performance of this unit.