



City of Jeannette

110 South 2<sup>nd</sup> Street  
Jeannette, PA 15644  
Phone: 724-527-4000 x20  
William A. Whetzel

**For Office Use Only**

Received By: \_\_\_\_\_  
Date: \_\_\_\_\_ Amount Paid: \_\_\_\_\_  
Cash: \_\_\_\_\_ Check #: \_\_\_\_\_  
Credit Card: \_\_\_\_\_ CVC: \_\_\_\_\_  
Credit Card #: \_\_\_\_\_

**UNIFORM CONSTRUCTION CODE (UCC)  
SIGNAGE - BUILDING PERMIT APPLICATION - COMMERCIAL**

**OWNER INFORMATION**

Name: \_\_\_\_\_ Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Business Name \_\_\_\_\_ Email Address \_\_\_\_\_

**APPLICANT INFORMATION (if different than Owner)**

Applicant Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Business Name \_\_\_\_\_ Email Address \_\_\_\_\_

**SITE INFORMATION FOR PROPOSED WORK**

Business/Facility Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
Lot Number \_\_\_\_\_ City \_\_\_\_\_ Municipality \_\_\_\_\_  
Parcel ID/Tax Map Number \_\_\_\_\_ Subdivision \_\_\_\_\_ Lot Size \_\_\_\_\_

**PROPOSED SIGN TYPE/INFORMATION**

\_\_\_ Band Sign    \_\_\_ Canopy Sign    \_\_\_ Display Cases    \_\_\_ Marquee Sign    \_\_\_ Monuments Sign  
\_\_\_ Outdoor Advertising Sign    \_\_\_ Projecting Sign    \_\_\_ Sandwich Board    \_\_\_ Shingle Sign  
\_\_\_ Signplate Sign    \_\_\_ Window Sign    \_\_\_ Yard Sign    \_\_\_ Temporary Signs and Banners

**SIGN DIMENSIONS**

**SIGN MATERIALS**

**METHOD OF ATTACHMENT**

**ILLUMINATION**

_____	Height	_____	_____	_____	None	_____	Fluorescent	
x _____	Width	_____	_____	_____	_____	Electrical	_____	Neon
= _____	Sq. Ft.	_____	_____	_____	_____	Incandescent		

**NOTE: If illuminated, all electrical details must be shown on drawings.**

**PLAN REQUIREMENTS**

Two copies of detailed plans and specifications for the proposed sign must accompany this application. The plans must be drawn to scale on pages which are at least 18" x 24" (unless other size approved by Building Code Official) and sealed by a licensed architect or engineer. The plans must have the following details:

- The dimensions of the sign and any supporting members.
- If roof sign, the height from the roof level to lowest part of sign and height from roof surface to top of sign.
- If ground sign, the height from ground level to top of sign.
- If wall sign, the dimensions of the wall surface of the building(s), driveways and the edge of an improved road or curb (shown on site plan).
- If a free-standing sign, the set backs from the property lines, building(s), driveways and the edge of an improved road or curb (shown on site plan).
- The materials, finish and construction including loads (wind and seismic), stresses, anchorage, any illumination and the fail-safe provisions for animated devices (if any).
- Other pertinent engineering or construction data as may be required for complete installation of signage.

**ELECTRICAL:**

Will there be any electrical work performed? \_\_\_ Yes \_\_\_ No \_\_\_

If Yes, please provide the following:

Total Service _____ AMPS	Number of Circuits:	2 Wire _____	3 Wire _____		
Number of Service Outlets _____ 110V	_____ 220V				
Power Devices:	No.	Output/Load	Power Devices	No.	Output/Load
1. _____	_____	_____	2. _____	_____	_____
3. _____	_____	_____	4. _____	_____	_____
5. _____	_____	_____	6. _____	_____	_____

Total Number of Motors: \_\_\_\_\_

Utility Service Revisions:

---



---



---

Estimated Cost of Electrical work: \$ \_\_\_\_\_

**Please read the below statements prior to signing application:**

1. 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 assume the responsibility of locating all property lines, setback lines, easements, rights-of-way and flood areas. 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. Should it be determined that any of the information on this application is found to be false, the application and/or building permit will become null and void.
2. The owner of the structure, agent or registered design professional employed in connection with the proposed work can make application for a permit.
3. CODE COMPLIANCE: The Uniform Construction Code and the latest edition of the International Building Code (IBC), Accessible and Usable Buildings and Facilities, ICC A117.1-2009, International Plumbing Code (IPC), International Mechanical Code (IMC), International Fuel Gas Code (IFGC), International Electric Code (IEC), International Existing Building Code (IEBC), International Energy Conservation Code (IECC), International Swimming Pool and Spa Code (ISPSA) with possible modifications for Local Code Administrations shall govern the construction under this application as well as any and all drawings/plans submitted with this application. In the event of conflict between the design (drawings, etc.) submitted and pertinent codes and regulations, the more stringent shall govern construction.
4. No work may be concealed from view until it has been approved by the City of Jeannette Building Inspector. I fully understand that it is my responsibility to call for the inspections and that, if inspections are not made according to this procedure, it may be in violation of the UCC and may be subject to prosecution and cancellation or voiding of any permits. The Building Code Official shall not accept an inspection from any other inspector other than the approved City of Jeannette Building Inspector. The only exception will be for the Electrical Inspections, this will be the sole responsibility of the property owner or their representative to obtain inspections for the electrical portion(s) of the project, however, a copy of the electrical inspection reports MUST be submitted to the City of Jeannette Building Code Official before any certificate of occupancy can be issued. It is illegal to accept the inspection(s) from those not expressly approved/appointed by the Municipality.
5. The building permit must remain on the construction site at all times. If the building permit is unavailable for the inspector to sign off on at the time of an inspection, the inspection will need to be rescheduled and a re-inspection fee may apply.
6. I also understand that no one may occupy the structure (or portion thereof) until a Certificate of Occupancy has been issued.

**NOTE:** All Building Permits must be displayed in a visible place outside of the premises so that it is visible from the street and able to be accessed. You may get a permit box to place the Building permit in, but the Zoning Official and Building Inspector MUST have direct access to the building permit so that they are able to look at it if needed and sign off on the inspections when complete. If your building permit is not displayed in a visible place outside of the premises at all times you may be cited and fined by the City of Jeannette.

I certify that the information contained herein is true and correct to the best of my knowledge and belief. I understand that any false statements made herein are subject to the penalties of 18 Pa. C.S. Section 4904, relating to unsworn falsifications to authorities.

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

\_\_\_\_\_  
Date