

CITY OF LATROBE  
901 Jefferson Street  
Latrobe, PA 15650  
Phone: (724) 539-8548

## BUILDING PERMIT AND PLANS EXAMINATION APPLICATION

### RESIDENTIAL & COMMERCIAL APPLICATION

1. LOCATION (911 ADDRESS) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Tax Parcel # \_\_\_\_\_

2. Type of Improvement \_\_\_\_\_

3. Residential or Commercial (Please circle one)

4. **Is Project in flood hazard area: Yes or No** (If yes, submit one copy of the hazard certification mandated in section 1612.5 of the International Building Code)

5. Total Cost of Project \$ \_\_\_\_\_

6. Proposed Use of Building \_\_\_\_\_

\_\_\_\_\_

7. Characteristics of Building:

Type of Frame: \_\_\_\_\_

Sewage: Public or Private (Please circle one) Permit Number: \_\_\_\_\_

Water Supply: Public or Private (Please circle one)

Electricity Provider: \_\_\_\_\_

Type of Heating Fuel: \_\_\_\_\_ Central Air Conditioning: Yes or No

Total square feet of floor areas (all floors): \_\_\_\_\_

Number of stories: \_\_\_\_\_ Finished Basement: Yes or No

**Residential Only:** Number of Bedrooms : \_\_\_\_\_ Number of Bathrooms: \_\_\_\_\_

**Commercial Only:** Number of Off-Street Parking Spaces: \_\_\_\_\_

8. Brief Description of Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Identification:

**Owner:** \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell \_\_\_\_\_

E-mail address \_\_\_\_\_

**Contractor:** \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell \_\_\_\_\_

E-mail address \_\_\_\_\_

10. Applicant: (Please check one)

Owner \_\_\_\_\_ Contractor \_\_\_\_\_ Architect/Engineer \_\_\_\_\_ Other \_\_\_\_\_

11. Signature

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 authorized agent and we agree to conform to all applicable codes and laws of this jurisdiction.

\_\_\_\_\_  
Signature of Applicant                      Application Date

Print Name: \_\_\_\_\_

12. Contractor Registration Number: \_\_\_\_\_

**TKL Code Inspection Service, Inc.**

Phone: 724-801-8204

Fax: 724-801-8205

[www.tklinspection.com](http://www.tklinspection.com)

## **INSPECTION PROCEDURES**

- Building permit must be posted on the worksite and be clearly visible from the road until completion of the project.
- Your approved plans must be available at all times for inspections. These are the plans that were submitted with your application and were marked "Approved" by the Building Code Official.
- **The Owner or Contractor is responsible for scheduling all inspections**

**Note: All applicable inspections must be conducted before issuance of a Certificate of Occupancy.**

**MINIMUM OF TWENTY-FOUR (24) HOUR NOTICE REQUIRED**  
**Please call or email Inspectors at TKL Code Inspection Service, Inc.**

**\*Terry Lichtenfels - 724-801-8204 Commercial**  
email: [terry@tklinspection.com](mailto:terry@tklinspection.com)

**\*Andrew Lichtenfels - 724-471-2492 Residential**  
email: [andrew@tklinspection.com](mailto:andrew@tklinspection.com)

1. **FOOTING INSPECTION** – To be done after forming and prior to placing of concrete.
2. **FOUNDATION INSPECTION** – French drain and waterproofing prior to backfilling.
3. **UNDER SLAB** – All sanitary plumbing from foundation to under slab, visual and air or water test.
4. **ELECTRICAL INSPECTION** – Rough-in to be done prior to insulating.
5. **PLUMBING INSPECTION** – Rough-in to be done prior to insulating
6. **MECHANICAL INSPECTION** – If applicable.
7. **FRAMING INSPECTION** – Done prior to insulating, but after heating, plumbing and wiring are roughed-in and approved, and prior to any exterior finishes being applied.
8. **MASONARY/STRESSED CONCRETE** – while in the process of being installed.
9. **ENERGY CONSERVATION INSPECTION** – To be done after insulation, but before drywall.
10. **WALLBOARD INSPECTION** – To be done after fastening all wallboard, but before taping and mudding, etc.
11. **FINAL INSPECTION** – When job is completely finished, prior to occupancy permit and after final plumbing and electrical inspection.
12. **DEMOLITION PERMITS** - In order to receive a Certificate of Demolition to give to the Tax Office, Owner/Contractor MUST notify TKL Code Inspection when demo is in progress.