

Township of Cussewago  
Crawford County, Pennsylvania  
Ordinance No.: \_\_\_ / \_\_\_ of 2004

An Ordinance of the Township of Cussewago, County of Crawford, Commonwealth of Pennsylvania, adopting the Uniform Construction Code and incorporated codes and the International Fuel Gas Code in accordance with the provisions of the Pennsylvania Construction Code Act, Act of November 10, 1999, P. L. 491, No. 45, 35 P.S. §7210.101 *et seq.*

Township of Cussewago  
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Saegertown, Pennsylvania 16433  
(814) 763-3322

Board of Supervisors:  
Mr. Donald Reibel, Chairman  
Mr. Raymond Armel, Supervisor  
Mr. John Acker, Supervisor

Secretary:  
Mr. Lyle Acker

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**Recitals**

**Whereas**, the Township of Cussewago is a municipal corporation organized and existing as a township of the second class under the laws of the Commonwealth of Pennsylvania; and

**Whereas**, the General Assembly of the Commonwealth of Pennsylvania duly adopted the Pennsylvania Construction Code Act establishing, among other things, a Uniform Construction Code, the provisions of which being applicable in every municipality within the Commonwealth of Pennsylvania; and

**Whereas**, pursuant to the provisions of the Pennsylvania Construction Code Act, the Township is given the discretion to assume the responsibility of administering and enforcing the provisions of the Pennsylvania Construction Code Act or to abrogate such responsibility to other third-parties not under the control of the Township; and

**Whereas**, the Township is hereby exercising its discretion to administer and enforce the provisions of the Pennsylvania Construction Code Act by concurrently adopting the Uniform Construction Code and incorporated codes as its municipal building code and the International Fuel Gas Code for purposes described in the provisions of the Pennsylvania Construction Code Act, and the regulations promulgated thereunder from time to time by the Department; and

**Whereas**, pursuant to the provisions of Pennsylvania Construction Code Act, a municipality is required to adopt and enact an appropriate ordinance before it can legally administer and enforce the provisions of the Pennsylvania Construction Code Act.

**Now, Therefore**, upon motion duly made and seconded, it is hereby enacted and ordained by majority vote of a quorum of the Board of Supervisors of the Township of Cussewago in lawful meeting assembled as follows:

**Section 1. Short Title**

(A) This ordinance shall be known and may be cited as the "Cussewago Township Building Code Ordinance."

## Section 2. Legislative Intent and Purpose

(A) It is the intent of the Township's Board of Supervisors and the purpose of this Ordinance:

- (1) To provide and promote standards for the protection of life, health, property and environment.
- (2) To provide and promote for the general health, safety and welfare of the citizens of this Township and the owners and occupants of buildings and structures situate within the Township's jurisdiction.
- (3) To provide and promote requirements for construction and construction materials that are consistent with nationally recognized standards.
- (4) To repeal existing Township legislation and policy to the extent that they do not equal or exceed the minimum requirements of the regulations promulgated under the Act.
- (5) To assure that officials who are legally obligated to administer and enforce the provisions of this Ordinance are duly qualified through adequate training and proper certification.
- (6) To lawfully adopt and enact the Uniform Construction Code and incorporated codes as the Township's building code and the International Fuel Gas Code for purposes described in the provisions of the Act, and the regulations promulgated thereunder from time to time by the Department, and thereby have the lawful right and responsibility to administer and enforce the provisions of the Act to the maximum extent provided by law.

## Section 3. Definitions

(A) For all purposes of this Ordinance, the following terms, including their derivatives, shall have the meaning ascribed to them herein, unless a different meaning clearly appears and/or is required from the context. Terms not specifically defined herein shall, to the maximum extent possible, have the meanings ascribed to them under the Pennsylvania Construction Code Act, Act of November 10, 1999, P. L. 491, No. 45, 35 P.S. §7210.101 *et seq.* and the regulations promulgated thereunder from time to time by the Department of Labor and Industry, 34 Pa. Code Part XIV, Chapter 401, Section 401.1 *et seq.* Terms used in the present tense shall include the future tense; the singular shall include the plural, and the plural shall include the singular; the use of any gender shall include all genders; the word "shall" shall always be construed as a mandatory act rather than a discretionary act; and the word "may" shall always be construed as a discretionary act rather than a mandatory act. The following defined

terms need not be capitalized within the provisions of this Ordinance to have the meanings ascribed.

- (1) **“Act.”** The Pennsylvania Construction Code Act. Act of November 10, 1999, P. L. 491, No. 45, 35 P.S. §7210.101 *et seq.*
- (2) **“Agricultural building.”** A structure utilized to store farm implements, hay, feed, grain or other agricultural or horticultural products or to house poultry, livestock or other farm animals. The term agricultural building shall not include habitable space or spaces in which agricultural products are processed, treated or packages and shall not be constructed to mean a place of occupancy by the general public.
- (3) **“Applicant.”** An owner or responsible person or respective agent thereof who files the completed document required to be filed.
- (4) **“Board of appeals.”** A quasi-judicial body established under this Ordinance to hear appeals from code official’s decisions and to hear requests for variances or extensions of time regarding the provisions hereof.
- (5) **“Board of Supervisors.”** The governing body of the Township.
- (6) **“Building.”** A structure used or intended for supporting or sheltering any occupancy.
- (7) **“Building code official” or “construction code official” or “municipal code official” or “code official” or “code officer.”** In addition to the same meanings ascribed to them in the Act and the regulations promulgated thereunder from time to time by the Department, the terms building code official, construction code official, municipal code official, code official or code officer shall mean the person qualified under the Act and the regulations promulgated thereunder from time to time by the Department: (A) to perform the inspection, administration and enforcement responsibilities under this Ordinance; and (B) who is engaged in accordance with the provisions of this Ordinance to perform the inspection, administration and enforcement responsibilities under this Ordinance. Without limiting the generality of the foregoing, the duties may include: (i) managing, supervising and administering building code enforcement activities; (ii) performing plan review of construction documents; (iii) inspecting construction activities; (iv) inspecting one-family and two-family residential property or other buildings, structures and equipment for compliance with the provisions of this Ordinance; (v) authorizing and issuing certificates of occupancy; (vi) authorizing and issuing building permits; (vii) authorizing and issuing violation notices and orders to vacate; and (viii) initiating prosecutions of violations of the

provisions hereof. The terms building code official, construction code official, municipal code official, code official or code officer shall include the respective duly authorized agent thereof.

- (8) **“Certificate of occupancy.”** A certificate issued by a building code official allowing occupancy of a building or structure under the provisions of this Ordinance.
- (9) **“Code officer.”** See building code official.
- (10) **“Code official.”** See building code official.
- (11) **“Commercial construction.”** A building, structure or facility that is not a residential building.
- (12) **“Construction.”** The construction, erection, installation, alteration, enlargement, repair, movement, removal, conversion, replacement, demolition, location or maintenance relating to a building, structure, facilities, elevator or equipment and/or the occupancy and change of occupancy thereof under the provisions of this Ordinance. When there is any question of whether construction has started, construction shall be deemed and considered to have started with preparation of land, land clearing, grading, filling, excavation for basement, footings, piers or foundations, erection of temporary forms, the installation of piling under proposed subsurface footings, the installation of sewer, gas or water lines, the installation of electrical or any other service lines from the street.
- (13) **“Construction code official.”** See building code official.
- (14) **“Department.”** The Department of Labor and Industry of the Commonwealth of Pennsylvania. The term Department shall include its successors and assigns.
- (15) **“Facility.”** All or any portion of buildings, structures, site improvements, elements and pedestrian or vehicular routes located on sites where the buildings or structures are located.
- (16) **“Filing date.”** The date that the Township or building code official actually receives the completed document required to be filed by the applicant.
- (17) **“Legally occupied.”** Use or habitation of a building or facility that was occupied in accordance with all valid construction statutes and ordinance in effect before the effective date of this Ordinance.

- (18) **“Manufactured housing.”** Housing which bears a label as required by and referenced in the Manufactured Housing Act (35 P.S. §1656.1 *et seq.*) certifying that it conforms to Federal construction and safety standards adopted under the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C.A. §§ 5401—5426).
- (19) **“Municipal code official.”** See building code official.
- (20) **“Occupancy.”** Approved use of a building or a structure under the provisions of this Ordinance.
- (21) **“Owner.”** Any person with a legal or equitable right, title or interest in property, whether real or personal. Without limiting the generality of the foregoing, the term owner shall include any person holding title to property by reason of a deed or other instrument duly recorded in the public records of Crawford County. The term owner shall include the owner’s duly authorized agent.
- (22) **“Pennsylvania Construction Code Act.”** Act of November 10, 1999, P. L. 491, No. 45, as amended and/or reenacted from time to time, 35 P.S. §7210.101 *et seq.*
- (23) **“Permit.”** A document issued by the building code official authorizing the construction, erection, installation, alteration, enlargement, repair, movement, removal, conversion, replacement, demolition, location or maintenance relating to a building, structure, facilities, elevator or equipment and/or the occupancy and change of occupancy thereof under the provisions of this Ordinance.
- (24) **“Person.”** Any individual, association, public or private corporation for profit or not for profit, limited liability corporation, professional corporation, partnership, limited liability partnership, firm, company, joint stock company, limited liability company, society, group, trust, estate, governmental entity or any other legal entity whatsoever which is recognized by law as the subject of rights, duties or privileges and their legal representatives, agents or assigns. Whenever used in any provision, whether in part or in whole, of this Ordinance prescribing and/or imposing a penalty or imposing a fine or imprisonment, the term person shall include the members of an association, partnership, firm company, society, group, the officers of any public or private corporation for profit or not for profit, the trustee or representative of any trust, the executor or representative of any estate, and the officials of any governmental entity.
- (25) **“Person responsible” or “responsible person.”** Any person having possession or custody or control of property, whether real or personal, by reason of an assignment, claim, contract, gift, lease, right, title or any other

legal manner. Without limiting the generality of the foregoing, the terms person responsible or responsible person shall include any person performing work for the owner or for the person responsible. The term person responsible shall include the responsible person's duly authorized agent.

- (26) **"Repair."** Reconstruction or renewal of any part of an existing building, structure, facility, elevator or equipment for the purpose of its maintenance.
- (27) **"Responsible person."** See person responsible.
- (28) **"Second Class Township Code."** Act of May 1, 1933, P. L. 103, No. 69, as amended and reenacted, 53 P.S. §65101 *et seq.*
- (29) **"Structure."** A combination of materials that are built or constructed with a permanent location or attached to something that has a permanent location.
- (30) **"Township."** The Township of Cussewago, County of Crawford, Commonwealth of Pennsylvania, a municipal corporation organized and existing as a township of the second class under the laws of the Commonwealth of Pennsylvania, and its designated officials and representatives. The term Township shall include its successors and assigns.
- (31) **"Uniform Construction Code."** The code established in section 301 of the Act, the other codes set forth in section 5 of this Ordinance and such other codes, standards and/or regulations that the Department may adopt and establish from time to time pursuant to and in accord with the provisions of the Act.
- (32) **"Variance."** A modification of a Uniform Construction Code standards approved by the board of appeals.

#### Section 4. Enabling Legislation

(A) The legislation enabling and authorizing the Township to adopt the Uniform Construction Code and this Ordinance as the Township Building Code is set forth in section 501 of the Pennsylvania Construction Code Act and section 1517 of the Second Class Township Code, 53 P.S. §66517.

## Section 5. Adoption of Uniform Construction Code

(A) The Uniform Construction Code as defined in this Ordinance, as set forth in the Act and as adopted and established from time to time by the Department pursuant to and in accord with the provisions of the Act, as amended from time to time in the future, is hereby adopted and incorporated into and made a part of this Ordinance by this reference as if fully set forth at length as and for the Building Code of and for the Township.

(B) For all purposes of this Ordinance, the Uniform Construction Code hereby adopted by reference shall include, consist of and incorporate the following codes as adopted by regulation of the Department and published by the International Code Council, Inc.:

- (1) Chapters 2-29 and 31-35, inclusive, of the International Building Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (2) Appendices E and H of the International Building Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (3) International Code Council ("ICC") Electrical Code—Administrative Provisions 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (4) International Energy Conservation Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (5) International Existing Building Code for Buildings and Facilities 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (6) International Fire Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (7) International Fuel Gas Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (8) International Mechanical Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (9) International Plumbing Code 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and



- (10) International Residential Code for One- and Two-Family Dwellings 2003 (first printing) issued by the International Code Council ("ICC") — includes all errata issued by the ICC; and
- (11) Appendix G of the International Residential Code for One- and Two-Family Dwellings 2003; and
- (12) Sections AE501-AE503 and AE601-AE605, inclusive, of Appendix E of the International Residential Code or One- and Two-Family Dwellings 2003
- (13) International Urban-Wildland Interface Code 2003 issued by the International Code Council ("ICC") — includes all errata issued by the ICC.

(C) On and after the effective date of this Ordinance, the Uniform Construction Code shall also include, consist of and incorporate by reference all such other and additional codes, whether in part or in whole, as may be designated and adopted from time to time by regulation of the Department as part of the Uniform Construction Code in accordance with the Act; and upon lawful adoption by the Department all such other and additional codes, whether in part or in whole, as aforesaid shall automatically become incorporated into and made a part of this Ordinance as if fully set forth at length and thereby become the Uniform Construction Code of and for the Township without requiring the Township and/or the Board of Supervisors to take any further official action to accomplish such result.

(D) In the event that regulations or standards which may vary for reasons of climate or other factors are not included or incorporated by reference into the Uniform Construction Code, the Board of Supervisors is hereby authorized, but not required, to adopt by Resolution and upon the recommendations of the Township's Engineer and Solicitor such additional regulations or standards as it deems necessary and proper to accomplish the intent and purpose of this Ordinance. All such additional regulations and standards as may be duly adopted by lawful Resolution of the Board of Supervisors shall, upon such adoption, become included and incorporated by reference into the Uniform Construction Code for the Township.

## **Section 6. Applicability**

(A) Except as otherwise provided in this Ordinance, it shall be unlawful for any person to undertake or cause to be undertaken any construction that occurs on or after the effective date of this Ordinance unless and until an approved building permit has been first obtained from the building code official.

(B) Except as otherwise provided in this Ordinance, it shall be unlawful for any person to undertake or cause to be undertaken any construction of any existing buildings or

structures that are not legally occupied unless and until an approved building permit has been first obtained from the building code official.

(C) Notwithstanding any provision herein to the contrary, the provisions of this Ordinance shall not apply to the following:

- (1) New buildings or renovations to existing buildings for which an application for a permit was made to the Township before the effective date of this Ordinance.
- (2) New buildings or renovations to existing buildings on which a contract for design or construction was executed before the effective date of this Ordinance.
- (3) The following structures when the said structure has a building area of less than five hundred (500) square feet and the said structure is accessory to a detached one-family dwelling:
  - (a) Carports.
  - (b) Detached private garages.
  - (c) Greenhouses.
  - (d) Sheds.
- (4) Agricultural buildings.
- (5) Manufactured or industrialized housing shipped from the factory.
- (6) Installation of tubing, piping, propane gas burning appliances, equipment or fixtures related to liquefied petroleum gas under the Propane and Liquefied Petroleum Gas Act, 35 P.S. §1329 et seq.
- (7) Construction of individual sewage disposal systems under 25 Pa. Code Chapter 73 (relating to on-lot sewage treatment facilities).

(D) A permit issued before the effective date of this Ordinance shall remain valid and the construction of the building or structure may be completed in accordance with the approved permit; provided, however, that a permit shall become invalid when the construction has not commenced within six (6) months of the date of the issuance of the permit or the construction has not been completed within twelve (12) months of the date of the issuance of the permit. In either of the latter events, the permit holder shall acquire a new permit in accord with the provisions of this Ordinance when the permit was not actively prosecuted during those time periods (i.e. upon the expiration of the permit issued before the effective date of this Ordinance).

(E) Construction may be completed without a permit when the construction of a building or structure commenced before the effective date of this Ordinance and a permit was not required at that time.

(F) The legal occupancy of a structure existing on the effective date of this Ordinance may continue without change except where the Uniform Construction Code provides otherwise.

(G) The provisions of this Ordinance shall apply to the construction of a residential building or structure governed by a homeowner's or community association.

### **Section 7. Administration and Enforcement**

(A) The provisions of this Ordinance, the Uniform Construction Code and the Act shall be administered and enforced in the Township to the maximum extent provided by law in accordance with the applicable provisions of the Act and the regulations promulgated thereunder from time to time by the Department.

(B) Administration and enforcement of the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department shall be provided in any one (1) of the following ways:

- (1) Upon a duly adopted Resolution, the Board of Supervisors may designate a qualified employee to serve as the Township's building code official to act on behalf of the Township.
- (2) Upon a duly adopted Resolution, the Board of Supervisors may retain one (1) or more qualified construction code officials or third-party agencies to act on behalf of the Township.
- (3) Upon a duly adopted Resolution, the Board of Supervisors may provide for the joint administration and enforcement through an intermunicipal agreement under the authority and enabling provisions of the Pennsylvania Intergovernmental Cooperation laws (53 Pa.C.S. Chapter 23, Subchapter A).
- (4) Upon a duly adopted Resolution, the Board of Supervisors may enter into a contract with the proper authorities of another municipality for the administration and enforcement. When such a contract has been entered into, the municipal code official shall have all the powers and authority conferred by law in the municipality which has contracted to secure such services.
- (5) Upon a duly adopted Resolution, the Board of Supervisors may enter into an agreement with the Department for plan reviews, inspections and

enforcement of structures other than one-family or two-family dwelling units and utility and miscellaneous use structures.

- (6) Upon a duly adopted Resolution, the Board of Supervisors may provide for the administration and enforcement by any combination of any two (2) or more of the following above-mentioned provisions: section 7(B)(1), section 7(B)(2), section 7(B)(3), section 7(B)(4) and section 7(B)(5).

(C) All building permits, plan reviews, inspections, certificates of occupancy, enforcement notices and prosecution proceedings shall be performed, issued and/or undertaken in accord with all applicable requirements of the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

### Section 8. Permits for Residential Buildings

(A) An owner or responsible person who intends for the construction, occupancy or change the occupancy of a residential building or for the construction of an electrical, gas, mechanical or plumbing system regulated by the provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department shall first apply to the building code official and obtain the required permit.

(B) An emergency repair or replacement of equipment may be made without first applying for a permit when a permit application is submitted to the building code official within three (3) business days of the repair or replacement.

(C) A permit is not required for the exceptions listed in section 6 of this Ordinance and for the following construction when the work does not violate any applicable law or Township ordinance:

- (1) The following building construction, replacement or repairs:
- (a) Fences that are no more than six (6) feet high.
  - (b) Retaining walls that are not over four (4) feet in height measured from the lowest level of grade to the top of the wall unless the wall supports a surcharge.
  - (c) Water tanks supported directly upon grade when the capacity does not exceed five thousand (5,000) gallons and the ratio of height to diameter or width does not exceed two to one (2 to 1).
  - (d) Sidewalks and driveways that are thirty (30) inches or less above adjacent grade and not placed over a basement or story below it.

- (e) Exterior or interior painting, papering, tiling, carpeting, flooring, cabinets, counter tops and similar finishing work.
  - (f) Prefabricated swimming pools that are less than twenty four (24) inches deep.
  - (g) Swings and other playground equipment accessory to a one- or two-family dwelling.
  - (h) Window awnings supported by an exterior wall which do not project more than fifty-four (54) inches from the exterior wall and do not require additional support.
  - (i) Replacement of glass in any window or door; provided, however, that the replacement glass shall comply with the minimum requirements of the International Residential Code for One- and Two-Family Dwellings 2003.
  - (j) Installation and replacement of a window, door, garage door, storm window and storm door in the same opening when the dimensions or framing of the original opening are not altered. The installation of means of egress and emergency escape windows may be made in the same opening, without altering the dimensions or framing of the original opening when the required height, width or net clear opening of the previous window or door assembly is not reduced.
  - (k) Replacement of existing roof material that does not exceed 25% of the total roof area performed within any twelve (12) month period.
  - (l) Replacement of existing siding.
  - (m) Repair or replacement of any part of a porch or stoop which does not structurally support a roof located above the porch or stoop.
  - (n) Installation of additional roll or batt insulation.
  - (o) Replacement of exterior rain water gutters and leaders.
  - (p) Installation of an uncovered deck where the floor of the deck is no more than thirty (30) inches above grade.
- (2) Minor electrical work for the following:
- (a) Replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

- (b) Replacement of a receptacle, switch or lighting fixture rated at twenty (20) amps or less and operating at less than one hundred fifty (150) volts to ground with a like or similar item. This does not include replacement of receptacles in locations where ground-fault circuit interrupter protection is required.
  - (c) Replacement of installed electrically operated equipment such as doorbells, communication systems and any motor operated device.
  - (d) Installation, alteration or rearrangement of communications wiring.
  - (d) Replacement of dishwashers.
  - (e) Replacement of kitchen range hoods.
  - (f) Installation of battery-powered smoke detectors.
- (3) The following gas work:
- (a) Portable heating, cooking or clothes drying appliances.
  - (b) Replacement of a minor part that does not alter approval of equipment or make the equipment unsafe.
  - (c) A portable fuel cell appliance that is not connected to a fixed piping system and is not interconnected to a power grid.
- (4) The following mechanical work or equipment:
- (a) A portable heating appliance.
  - (b) Portable ventilation appliances.
  - (c) A portable cooling unit.
  - (d) Steam, hot or chilled water piping within any heating or cooling equipment governed under the Uniform Construction Code.
  - (e) Replacement of a minor part that does not alter approval of equipment or make the equipment unsafe.
  - (f) Self-contained refrigeration systems containing ten (10) pounds or less of refrigerant and placed into action by motors that are not more than one (1) horsepower.
  - (g) Portable evaporation coolers.

- (h) A portable fuel cell appliance that is not connected to a fixed piping system and is not interconnected to a power grid.
- (5) The following plumbing work:
- (a) Replacement of bib valves when the replacement hose bib valves are provided with an approved atmospheric vacuum breaker.
  - (b) Refinishing of existing fixtures.
  - (c) Replacement of ball cocks.
  - (d) Repair of leaks.
  - (e) Clearance of stoppages.
  - (f) Replacement of faucets or working parts of faucets.
  - (g) Replacement of valves other than shower or combination shower/bath valves.
  - (h) Replacement of traps.
  - (i) Replacement of water closet, lavatory or kitchen sink.
  - (j) Replacement of domestic clothes washers and dishwashers.
- (6) The following heating, ventilation and air conditioning work:
- (a) Replacement of motors, pumps and fans of the same capacity.
  - (b) Repair and replacement of heating, supply and return piping and radiation elements which do not require rearrangement of the piping system.
  - (c) Repair and replacement of duct work.
  - (d) Repair and replacement of air conditioning equipment and systems.
  - (e) Replacement of kitchen range hoods.
  - (f) Replacement of clothes dryers when there is no change in fuel type, location or electrical requirements.

- (g) Replacement of stoves and ovens when there is no change in fuel type, location or electrical characteristics.

(D) An ordinary repair shall not require a permit. The following shall not be considered as ordinary repairs:

- (1) Cutting away a wall, partition or portion of a wall.
- (2) The removal or cutting of any structural beam or load-bearing support.
- (3) The removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements.
- (4) The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical.

(E) A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution, metering or other related equipment that is, by established right, under the ownership and control of a public utility as the term "public utility" is defined in 66 Pa.C.S. §102.

## **Section 9. Permit Application for Residential Buildings**

(A) Applications for permits required for residential buildings shall be submitted to the building code official in accordance with the following provisions:

- (1) The applicant shall submit an application to the building code official, together with full payment of all applicable fees and other charges, and attach construction documents with plans and specifications. The applicant shall submit three (3) sets of all documents for review.
- (2) The building code official may waive the submission of construction documents when the nature of the construction does not require the review of the construction documents to determine compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.
- (3) The applicant for a building or structure located in a flood hazard area under the National Flood Insurance Program shall submit the following information with the construction documents:
  - (a) Delineation of flood hazard areas, floodway boundaries and flood zones and the design flood elevation, as appropriate.



- (b) The elevation of the proposed lowest floor including basement and the height of the proposed lowest floor including basement above the highest adjacent grade shall be included in the documents when the building or structure is located in areas of shallow flooding (Zone AO).
  - (c) Design flood elevations contained on the Township's Flood Insurance Rate Map produced by the Federal Emergency Management Agency. The building code official and the applicant shall obtain and reasonably utilize design flood elevation and floodway data available from other sources when such information is not contained on the Township's Flood Insurance Rate Map.
- (4) The application shall contain a site plan showing the size and location of the new construction and existing structures on the site and the structure's distance from lot lines. The site plan shall indicate construction that is to be demolished and the size and location of existing structures and construction that will remain on the site or plot when the construction involves demolition. The building code official may require that the site plan be prepared, signed and certified by a professional architect or engineer duly licensed under the laws of the Commonwealth of Pennsylvania when circumstances warrant or for other good cause reasons. The building code official may waive or modify the site plan requirement when the permit application is for an alteration or a repair or when the waiver is warranted for other good cause reasons.

## **Section 10. Grant, Denial and Effect of Permits for Residential Buildings**

(A) The building code official shall grant or deny a permit application, in whole or in part, within fifteen (15) business days of the filing date. The permit application shall be deemed approved when the building code official fails to grant or deny it, in whole or in part, within fifteen (15) business days of the filing date. When the permit application is denied, whether in whole or in part, the building code official shall set forth the reasons for such denial in writing and shall send the same to the applicant. The building code official and the applicant may agree in writing to extend the deadline by a specific number of days.

(B) The building code official shall examine the construction documents and shall determine whether the construction indicated and described is in accordance with the Uniform Construction Code and other pertinent laws or ordinances as part of the application process.

(C) Prior to permit issuance, the building code official shall stamp or place a permanent notation on each page of the set of reviewed construction documents that the documents were reviewed and approved for compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time

to time by the Department and other pertinent laws or ordinances. The building code official shall clearly mark any required non-design changes on the construction documents. The building code official shall return to the applicant a set of the construction documents with all notations and any required changes. The applicant shall keep a copy of the construction documents at the work site open to inspection by the building code official or an authorized representative thereof.

(D) The building code official shall not issue a permit for any property requiring access to a highway under the jurisdiction of the Commonwealth of Pennsylvania, Department of Transportation unless the permit contains notice that a highway occupancy permit is required under section 420 of the State Highway Law (36 P.S. §670-420) before driveway access to a Commonwealth highway is permitted.

(E) The building code official may issue a permit for the construction of the foundation or other parts of a building or structure before the construction documents for the whole building or structure are submitted when the applicant previously filed adequate information and detailed statements for the building or structure under this Ordinance and the Uniform Construction Code. Building code official approval under this subsection shall not assure and shall not be interpreted to be assurance that the building code official will issue a permit for the entire building or structure.

(F) Issuance of a permit does not bar prosecution or other legal action for violations of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. The building code official may suspend or revoke a permit issued under this Ordinance when the owner does not make the required changes directed by the building code official and/or when the permit was issued in error on the basis of inaccurate or incomplete information or in any violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(G) A permit issued under the provisions of this Ordinance shall become invalid unless the authorized construction work begins within one hundred eighty (180) days after the issuance of the permit. A permit issued under the provisions of this Ordinance shall become invalid when the authorized construction work permit is suspended or abandoned for one hundred eighty (180) days after the work has commenced. A permit holder may submit a written request to the building code official for an extension of time to commence construction for just cause. Extensions of time to commence construction may be granted in writing by the building code official. A permit shall not be valid for more than five (5) years from its issue date.

(H) The permit holder shall keep a copy of the permit on the work site until the completion of the construction for which the permit was issued.

(I) Work shall be constructed in accordance with the approved construction documents. The permit holder shall submit a revised set of construction documents for approval for changes made during construction that are not in accordance with the approved construction documents.

(J) A permit shall not be valid until all required fees and other charges are collected by the building code official on behalf of the Township.

### **Section 11. Inspections of Residential Buildings**

(A) The building code official shall inspect all construction for which a permit was issued. The permit holder shall insure that the construction is accessible for such inspection. An inspection shall not bar prosecution or other legal action for violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(B) The permit holder or authorized agent thereof shall notify the building code official when work is ready for inspection and shall provide access for the inspection.

(C) The building code official shall notify the permit holder when the construction complies or fails to comply with any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(D) The building code official shall make the following inspections and file inspection reports relating to compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department in all of the following areas:

- (1) Foundation inspection.
- (2) Plumbing, mechanical and electrical system inspection.
- (3) Frame and masonry inspection.
- (4) Wallboard inspection.

(E) The building code official may conduct other inspections to ascertain compliance with any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(F) The building code official shall conduct a final inspection of the completed construction work and file a final inspection report that indicates compliance with the provisions, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(G) A third-party agency under contract with a permit holder shall submit a copy of the final inspection report to the owner, builder and the lender designated by the builder.

## Section 12. Certificate of Occupancy for Residential Buildings

(A) A residential building shall not be used or occupied without a certificate of occupancy issued by the building code official.

(B) The building code official shall issue a certificate of occupancy within five (5) business days after receipt of a final inspection report that indicates compliance with applicable law. The certificate of occupancy shall contain all of the following information:

- (1) The permit number and address of the residential building.
- (2) The name and address of the owner of the residential building.
- (3) A description of the portion of the residential building covered by the certificate of occupancy permit.
- (4) A statement that the described portion of the residential building was inspected for compliance with the Uniform Construction Code.
- (5) The name of the building code official who issued the certificate of occupancy permit.
- (6) The construction code edition applicable to the certificate of occupancy permit.
- (7) Whether an automatic sprinkler system was provided.
- (8) Any special stipulations and conditions relating to the building permit.

(C) The building code official may issue a certificate of occupancy for a portion of a residential building when the portion independently satisfies the applicable provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

(D) The building code official may suspend or revoke a certificate of occupancy permit when the certificate of occupancy permit was issued in error, on the basis of incorrect information supplied by the permit applicant, or in violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. Before a certificate of occupancy is revoked, the owner may request a hearing before the board of appeals.

(E) A third-party agency under contract with a building permit holder shall submit a copy of the certificate of occupancy permit to the building code official and to the Township.

### Section 13. Public Utility Connection for Residential Buildings

(A) The building code official may authorize the temporary connection of a residential building or system under construction to a utility source of energy, fuel or power.

(B) Connection to a public electric or gas utility for the completed residential construction shall not occur unless the permit holder provides written proof to the utility company that the building or structure passed inspections under the applicable provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

### Section 14. Permits for Commercial Construction

(A) An owner or responsible person who intends for the construction, occupancy or change the occupancy of a commercial building, structure or facility, or for the construction of an electrical, gas, mechanical or plumbing system regulated by the provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department shall first apply to the building code official and obtain the required permit.

(B) An emergency repair or replacement of equipment may be made without first applying for a permit when a permit application is submitted to the building code official within three (3) business days of the repair or replacement.

(C) A permit is not required for the exceptions listed in section 6 of this Ordinance and for the following construction when the work does not violate any applicable law or Township ordinance:

- (1) Building construction for the following:
  - (a) Fences that are no more than six (6) feet high.
  - (b) Oil derricks.
  - (c) Retaining walls that are not over four (4) feet in height measured from the lowest level of grade to the top of the wall unless the wall supports a surcharge or impounding Class I, II or III-A liquids.
  - (d) Water tanks supported directly upon grade when the capacity does not exceed five thousand (5,000) gallons and the ratio of height to diameter or width does not exceed two to one (2 to 1).
  - (e) Sidewalks and driveways not more than thirty (30) inches above grade and that are not located over a basement or story below it and are not part of an accessible route.

- (f) Painting, papering, tiling, carpeting, flooring, cabinets, counter tops and similar finishing work.
  - (g) Temporary motion picture, television, and theater stage sets and scenery.
  - (h) Prefabricated swimming pools accessory to a Group R-3 occupancy which are less than twenty four (24) inches deep, do not exceed five thousand (5,000) gallons and are installed entirely aboveground.
  - (i) Shade cloth structures constructed for nursery or agricultural purposes that do not include service systems.
  - (j) Swings and other playground equipment accessory to a one- or two-family dwelling.
  - (k) Window awnings supported by an exterior wall which do not project more than fifty-four (54) inches from the exterior wall and do not require additional support of group R-3 as applicable in the International Building Code 2003(first printing) issued by the International Code Council, and Group U occupancies.
  - (l) Movable cases, counters and partitions that are not over five (5) feet nine (9) inches in height.
  - (m) Window replacement without structural change.
- (2) Electrical work for the following:
- (a) Minor repair and maintenance work that includes the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
  - (b) Electrical equipment used for radio and television transmission; provided, however, that the provisions of the Uniform Construction Code shall apply to equipment and wiring for power supply and the installation of towers and antennas.
  - (c) The installation of a temporary system for the testing or servicing of electrical equipment or apparatus.
- (3) The following gas work:
- (a) Portable heating appliances.

- (b) Replacement of a minor part that does not alter approval of equipment or make the equipment unsafe.
- (4) The following mechanical work or equipment:
- (a) A portable heating appliance.
  - (b) Portable ventilation equipment.
  - (c) A portable cooling unit.
  - (d) Steam, hot or chilled water piping within any heating or cooling equipment governed under the Uniform Construction Code.
  - (e) Replacement of a minor part that does not alter its approval or make it unsafe.
  - (f) Portable evaporative coolers.
  - (g) Self-contained refrigeration systems containing ten (10) pounds or less of refrigerant and placed into action by motors that are not more than one (1) horsepower.
- (5) The following plumbing repairs:
- (a) Stopping leaks in a drain and a water, soil, waste or vent pipe; provided, however, that the Uniform Construction Code applies when a concealed trap, drain-pipe, water, soil, waste or vent pipe becomes defective and is removed and replaced with new material.
  - (b) Clearing stoppages or repairing leaks in pipes, valves or fixtures, and the removal and installation of water closets, faucets and lavatories when the valves or pipes are not replaced or rearranged.

(D) An ordinary repair shall not require a permit. The following shall not be considered as ordinary repairs:

- (1) Cutting away a wall, partition or portion of a wall.
- (2) The removal or cutting of any structural beam or load-bearing support.
- (3) The removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements.

- (4) The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical.

(E) A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution, metering or other related equipment that is, by established right, under the ownership and control of a public utility as the term "public utility" is defined in 66 Pa.C.S. §102.

(F) A building code official may issue an annual permit instead of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation provided all of the following conditions are satisfied:

- (1) The applicant shall regularly employ at least one (1) qualified trades person in the building or structure owned or operated by the applicant.
- (2) The applicant shall submit an application in accordance with the provisions of section 15(A)(5)(j) of this Ordinance.
- (3) An annual permit holder shall keep detailed records of alterations made in accordance with the annual permit. The permit holder shall provide access to such records to the building code official.

### **Section 15. Permit Application for Commercial Construction**

(A) Applications for permits required for commercial buildings, structures or facilities shall be submitted to the building code official in accordance with the following provisions:

- (1) The applicant shall submit an application to the building code official, together with full payment of all applicable fees and other charges, and attach construction documents, including plans and specifications, and information concerning special inspection and structural observation programs, Commonwealth of Pennsylvania, Department of Transportation highway access permits and other data as may be required by the building code official with the permit application. The applicant shall submit three (3) sets of all documents for review.
- (2) A professional architect or engineer duly licensed under the laws of the Commonwealth of Pennsylvania shall prepare, sign and certify all construction documents under applicable law. An unlicensed person may prepare design documents for the remodeling or alteration of a building when there is no compensation and the remodeling or alteration does not related to additions to the building or changes to the building's structure or means of egress.



- (3) The building code official may require submission of additional construction documents in special circumstances as deemed so by the building code official.
- (4) The applicant shall submit construction documents in a format approved by the building code official. Construction documents shall be clear, indicate the location, nature and extent of the work proposed, and show in detail that the work will conform to the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.
- (5) All of the following fire egress and occupancy requirements apply to construction documents:
  - (a) The applicant shall submit construction documents that show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.
  - (b) The construction documents for occupancies other than Groups R-2 and R-3 shall contain designation of the number of occupants to be accommodated on every floor and in all rooms and spaces.
  - (c) The applicant shall submit shop drawings for a fire protection system that indicates conformance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department in accordance with the following:
    - (i) The shop drawings shall be approved by the building code official before the start of the system installation.
    - (ii) The shop drawings shall contain the information required by the referenced installation standards contained in Chapter 9 of the International Building Code 2003(first printing) issued by the International Code Council.
  - (d) Construction documents shall contain the following information related to the exterior wall envelope:
    - (i) Description of the exterior wall envelope indicating compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations

promulgated thereunder from time to time by the Department.

- (ii) Flashing details.
  - (iii) Details relating to intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane and details around openings.
- (e) Construction documents shall contain a site plan that is drawn to scale. The building code official may waive or modify the following site plan requirements when the application is for an alteration or repair of when the waiver or modification is warranted for good cause reasons. Site plan requirements include all of the following.
- (i) The size and location of new construction and existing structures on the site.
  - (ii) Accurate boundary lines.
  - (iii) Distances from lot lines.
  - (iv) The established street grades and the proposed finished grades.
  - (v) When the construction involves demolition, the site plan shall indicate construction that is to be demolished and the size and location of existing structures and construction that will remain on the site or plot.
  - (vi) Location of parking spaces, accessible routes, public transportation stops and other required accessibility features.
- (f) The applicant shall submit to the building code official certifications required in the International Building Code 2003(first printing) issued by the International Code Council for construction in a flood hazard area.
- (g) The applicant shall identify, on the application, the name and address of the licensed architect or engineer in responsible charge. The applicant shall notify the building code official in writing when another licensed architect or engineer assumes responsible charge.

- (h) The applicant shall describe an inspection program, identify a person or firm who will perform special inspections and structural observations when section 1704 or 1709 of the International Building Code 2003(first printing) issued by the International Code Council requires special inspections or structural observations for the construction.
- (i) The building code official may waive or modify the submission of construction documents, that are not required to be prepared by a licensed architect or engineer, or other data when the nature of the work applied for does not require review of construction documents or other data to obtain compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department. The building code official shall not waive the submission of site plans that relate to accessibility requirements.
- (j) An applicant for an annual permit under section 14(F)(2) of this Ordinance shall complete an application and provide information regarding the system that may be altered and the date that approval was previously provided for the approved electrical, gas, mechanical or plumbing installation.
- (k) An applicant shall comply with the permit, certification or licensure requirements of the following laws applicable to the construction:
  - (i) The Boiler and Unfired Pressure Vessel Law, 35 P.S. §§1331.1—1331.19.
  - (ii) The Propane and Liquefied Petroleum Gas Act, 35 P.S. §§1329.1—1329.19.
  - (iii) The Health Care Facilities Act.
  - (iv) The Older Adult Daily Living Centers Licensing Act, 62 P.S. §§1511.1—1511.22.

## Section 16. Grant, Denial and Effect of Permits for Commercial Buildings

(A) The building code official shall grant or deny a permit application, in whole or in part, within thirty (30) business days of the filing date. When the permit application is denied, whether in whole or in part, the building code official shall set forth the reasons for such denial in writing and shall send the same to the applicant. The building code official and the applicant

may agree in writing to extend the deadline by a specific number of days. The building code official may establish a different deadline to consider applications for a permit in an historic district.

(B) The building code official shall examine the construction documents and shall determine whether the construction indicated and described is in accordance with the Uniform Construction Code and other pertinent laws or ordinances as part of the application process.

(C) Prior to permit issuance, the building code official shall stamp or place a permanent notation on each page of the set of reviewed construction documents that the documents were reviewed and approved for compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department and other pertinent laws or ordinances. The building code official shall clearly mark any required non-design changes on the construction documents. The building code official shall return to the applicant a set of the construction documents with all notations and any required changes. The applicant shall keep a copy of the construction documents at the work site open to inspection by the building code official or an authorized representative thereof.

(D) The building code official shall not issue a permit for any property requiring access to a highway under the jurisdiction of the Commonwealth of Pennsylvania, Department of Transportation unless the permit contains notice that a highway occupancy permit is required under section 420 of the State Highway Law (36 P.S. §670-420) before driveway access to a Commonwealth highway is permitted.

(E) The building code official may issue a permit for the construction of the foundation or other parts of a building or structure before the construction documents for the whole building or structure are submitted when the applicant previously filed adequate information and detailed statements for the building or structure under this Ordinance and the Uniform Construction Code. Building code official approval under this subsection shall not assure and shall not be interpreted to be assurance that the building code official will issue a permit for the entire building or structure.

(F) Issuance of a permit does not bar prosecution or other legal action for violations of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. The building code official may suspend or revoke a permit issued under this Ordinance when the owner does not make the required changes directed by the building code official and/or when the permit was issued in error on the basis of inaccurate or incomplete information or in any violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(G) A permit issued under the provisions of this Ordinance shall become invalid unless the authorized construction work begins within one hundred eighty (180) days after the issuance of the permit. A permit issued under the provisions of this Ordinance shall become invalid when the authorized construction work permit is suspended or abandoned for one

hundred eighty (180) days after the work has commenced. A permit holder may submit a written request to the building code official for an extension of time to commence construction for just cause. Extensions of time to commence construction may be granted in writing by the building code official. A permit shall not be valid for more than five (5) years from its issue date.

(H) The permit holder shall keep a copy of the permit on the work site until the completion of the construction for which the permit was issued.

(I) The building code official may allow deferred submittals of portions of the design of the building and structure from the time of application until a specified time set by the building code official provided all of the following conditions are satisfied with respect to deferred submittals:

- (1) The building code official shall provide prior approval of the deferral of any submittal items.
- (2) A licensed architect or professional engineer in responsible charge shall list the deferred submittals on the construction documents for review by the building code official.
- (3) A licensed architect or professional engineer in responsible charge shall first review submittal documents for deferred submittal items and place a permanent notation on the documents that the architect or engineer reviewed the documents and that the documents are in general conformance with the design of the building or structure.
- (4) Deferred submittal items shall not be installed until the building code official approves the design and submittal documents for the deferred submittal items.

(J) Work shall be constructed in accordance with the approved construction documents. The permit holder shall submit a revised set of construction documents for approval for changes made during construction that are not in accordance with the approved construction documents.

(K) A permit shall not be valid until all required fees and other charges are collected by the building code official on behalf of the Township.

## **Section 17. Inspections of Commercial Buildings**

(A) The building code official shall perform inspections to insure that the construction complies with the approved permit.

(B) Before issuing a permit, the building code official may examine, or cause to be examined, buildings, structures, facilities or sites related to the permit application.

(C) The permit holder or authorized agent thereof shall notify the building code official when work is ready for inspection and shall provide access for the inspection. The work shall remain accessible and exposed for inspection. The building code official may inspect the construction and equipment only during normal hours at the construction site unless the permit holder or agent requires or agrees to another time.

(D) The building code official shall notify the permit holder when the construction complies or fails to comply with any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(E) The building code official shall conduct a final inspection of the completed construction work and file a final inspection report, which indicates that all of the following areas met the requirements of the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department:

- (1) General building.
- (2) Electrical.
- (3) Plumbing.
- (4) Accessibility.
- (5) Fire protection.
- (6) Mechanical.
- (7) Energy conservation.

#### **Section 18. Certificate of Occupancy for Commercial Buildings**

(A) A commercial building, structure or facility shall not be used or occupied without a certificate of occupancy issued by the building code official.

(B) The building code official shall issue a certificate of occupancy within five (5) business days after receipt of a final inspection report that indicates compliance with applicable law. The certificate of occupancy shall contain all of the following information:

- (1) The permit number and address of the commercial building, structure or facility.
- (2) The permit holder's name and address.

- (3) A description of the portion of the commercial building, structure or facility covered by the certificate of occupancy permit.
- (4) The name of the building code official who issued the certificate of occupancy permit.
- (5) The construction code edition applicable to the certificate of occupancy permit.
- (6) The use and occupancy classification under Chapter 3 (Use and Occupancy Classification) of the International Building Code 2003(first printing) issued by the International Code Council, when designated.
- (7) The type of construction defined in Chapter 6 (Types of Construction) of the International Building Code 2003(first printing) issued by the International Code Council, when designated.
- (8) Any special stipulations and conditions relating to the building permit and board of appeals' decisions and variances for accessibility requirements granted by the Secretary of the Department.
- (9) The date of the final inspection.

(C) The building code official may issue a certificate of occupancy for a portion of a commercial building, structure or facility when the portion independently satisfies the applicable provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

(D) The building code official may suspend or revoke a certificate of occupancy permit when the certificate of occupancy permit was issued in error, on the basis of incorrect information supplied by the permit applicant, or in violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. Before a certificate of occupancy is revoked, the owner may request a hearing before the board of appeals.

(E) A third-party agency under contract with a building permit holder shall submit a copy of the certificate of occupancy permit to the building code official and to the Township.

### **Section 19. Public Utility Connection for Commercial Buildings**

(A) The building code official may authorize the temporary connection of a commercial building or system under construction to a utility source of energy, fuel or power.

(B) Connection to a public electric or gas utility for the completed commercial construction shall not occur unless the permit holder provides written proof to the utility

company that the building or structure passed inspections under the applicable provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

## Section 20. Stop Work Order

(A) The building code official shall issue a written stop work order when said official determines that construction violates any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. The building code official also shall issue a written stop work order when said official determines that construction is being performed in a dangerous or unsafe manner. The stop work order shall contain the reasons for its issuance and shall list the required conditions for construction to resume.

(B) The building code official shall serve the stop work order on the permit holder.

(C) Except for construction work that is necessary to remove a violation or a dangerous or unsafe condition, a person who continues construction after service of a stop work order shall be subject to the penalties prescribed in any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department.

(D) The building code official shall seek enforcement of a stop work order in a court of competent jurisdiction.

## Section 21. Notice of Violation

(A) The building code official shall follow the following procedures when an inspection reveals a violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

- (1) The building code official shall discuss the inspection results with the permit holder at the completion of the inspection. The building code official shall document the discussion in writing by indicating the time, date and place of the discussion, the persons attending the discussion, the nature of the discussion, the outcome of the discussion and such other relevant information the building code official deems necessary.
- (2) The building code official shall issue a written notice of violation to the permit holder. The notice shall contain a reasonably detailed description of the violation and an order requiring correction of the violations within a reasonable period of time determined by the building code official. When a violation relates to an unsafe building, structure or equipment, the



building code official shall act in accordance with section 23 of this Ordinance.

- (3) After the compliance date set forth in the order, the building code official shall conduct another inspection to determine whether the violation was corrected. The building code official shall close the order when the violation is corrected. The building code official shall issue an order to show cause under section 22 of this Ordinance for a violation that was not corrected.

## Section 22. Order to Show Cause/Order to Vacate

(A) The building code official may initiate action to vacate or close a building, structure or equipment for any violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department by issuing an order to show cause to the owner or responsible person of the building, structure or equipment.

(B) The order to show cause shall contain a statement of the grounds for the action, the alleged violations and notification that the building, structure or equipment may be closed or vacated. The order to show cause shall contain notification that the owner or responsible person shall submit a written answer within thirty (30) days. The building code official shall serve the order to show cause upon the owner or responsible person by certified mail or personal service.

(C) The owner or responsible person may file a written answer to the order to show cause with the building code official within thirty (30) days following service of the order to show cause. The answer shall contain specific admissions or denials of the allegations contained in the order to show cause and set forth the specific facts, matters of law or legal interpretation relied upon by the owner or responsible person. The answer may contain a request for a variance or an extension of time for compliance. Within five (5) business days, the building code official shall forward to the board of appeals all requests for variances, extensions of time or appeals regarding interpretations of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. Within five (5) business days, the building code official shall send a request to the Department for variances, extensions of time or appeals regarding interpretation of the Uniform Construction Code's accessibility requirements.

(D) The board of appeals or Department will assume jurisdiction and consolidate the answer with any pending request for variance, extension of time or appeal filed by the owner or responsible person with the board of appeals when the owner or responsible person files an appeal.

(E) The building code official shall consider the pending request for variance or extension of time or appeal as a stay to an enforcement action.

(F) After receipt of the answer, the building code official shall take the following actions when the owner or responsible person did not previously file an appeal or request for variance or extension of time:

- (1) Issue a stop work order.
- (2) Vacate or close the building or structure or place the equipment out of operation.
- (3) Abate or modify the alleged violation.
- (4) Order other action to protect persons or property.

(G) A construction code official shall inspect the construction at the expiration of an extension of time or other time period granted for compliance under this section. The building code official shall issue an order vacating or closing the building or structure or placing the equipment out of operation when the building, structure or equipment violates any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. The building code official shall serve this order upon the owner or responsible person by certified mail or personal service.

(H) The building code official shall act in accordance with section 23 of this Ordinance when an unsafe condition exists.

### **Section 23. Unsafe Building, Structure or Equipment**

(A) The building code official may determine that a building, structure or equipment is unsafe because of inadequate means of egress, inadequate light and ventilation, fire hazard, other dangers to human life or the public welfare, illegal or improper occupancy or inadequate maintenance. A vacant building or structure that is not secured against entry is unsafe under this section.

(B) The building code official shall order the vacating of the building or structure when he determines the existence of an unsafe condition.

(C) A building code official shall serve a written notice on the owner or responsible person of the building, structure or equipment that is unsafe under this section. The notice shall contain the order to vacate the building, structure or seal the equipment out of service and state the unsafe conditions, required repairs or improvements. The order shall be served by certified mail or personal service to the owner's or to the responsible person's last known address or on the owner or responsible person in control of the building, structure or equipment. The building code official shall post the written notice at the entrance of the building, structure or on the equipment when service cannot be accomplished by certified mail or personal service.

(D) The building code official shall post a notice at each entrance stating that the building or structure is unsafe and its occupancy is prohibited when a building or structure is ordered vacated under this section.

(E) The building code official shall not rescind the order to vacate until the owner or responsible person abates or corrects the unsafe condition to the satisfaction of the building code official.

(F) The Department may seal an elevator for an unsafe condition under section 105(c)(1) of the act, 35 P. S. §7210.105(c)(1). The Department is the only entity that may remove or authorize the removal of a seal when an owner abates or corrects the unsafe condition.

#### **Section 24. Release, Retention and Sharing of Commercial Construction Records**

(A) The building code official shall keep records of all applications received, permits issued, reviewed building plans and specifications, certificates issued, fees collected, reports of inspections, notices and orders issued for all commercial buildings and structures under any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department. The building code official shall retain these records as long as the related building, structure or equipment remains in existence.

(B) The building code official shall reproduce records kept in an electronic format to a hard-copy format upon request. The building code official shall charge for the reproduction costs.

(C) The building code official shall keep records of previous enforcement actions regarding any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department at any time the Township discontinues further such enforcement. The building code official shall make these records available to the Township and to the Department upon request.

(D) The Department shall make its records available to the Township.

(E) The Township, any person acting on behalf of the Township and the Department may prohibit release of applications received, building plans and specifications, inspection reports and similar documents to the public under the Right-to-Know Act, 65 Pa.C.S.A. §1101 *et seq.* The Township, any person acting on behalf of the Township and the Department may release these documents to the building owner of record, the responsible person of record, the permit holder of record, the design professional of record or a third party authorized by the building owner in writing to receive the documents upon presentation of valid identification.

(F) The Township, any person acting on behalf of the Township and the Department may release any document obtained hereunder to the following:

- (1) The Department.
- (2) The Department of General Services.
- (3) Law enforcement or emergency response entities.
- (4) Federal, State or local health entities.

### Section 25. Right of Entry to Inspect

(A) The construction code official may enter a building, structure or premises during normal business hours or at a time agreed to by the owner or responsible person for any one (1) or more of the following purposes:

- (1) To perform inspections under any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.
- (2) To enforce any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.
- (3) When there is reasonable cause to believe a condition on the building, structure or premises violates any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.
- (4) When there is reasonable cause to believe a condition on the building, structure or premises which constitutes an unsafe condition under any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(B) The construction code official may enter a building, structure or premises when the he presents credentials to the occupant and receives permission to enter.

(C) The construction code official may not enter a building, structure or premises that is unoccupied or after normal business hours without obtaining permission to enter from the owner or the responsible person.

(D) The construction code official may seek the assistance of a law enforcement agency to gain entry to enforce any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department when the construction code official has reasonable cause to believe that the building, structure or premises is unsafe.

(E) This section shall be used in conjunction with the Fire and Panic Act, Act of April 27, 1927, P. L. 465, No. 299, as amended, 35 P.S. §§1221—1235.

## **Section 26. Fees and Charges; Municipal Lien**

(A) For the purposes of administering and enforcing the provisions of this Ordinance, the Uniform Construction Code, the provisions of the Act and the regulations promulgated thereunder from time to time by the Department, there is hereby levied and imposed such fees and other charges as the Board of Supervisors shall fix, alter, charge and collect by Resolution duly adopted from time to time.

(B) Pursuant to the provisions of this Ordinance, the Board of Supervisors shall fix, alter, charge and collect such fees and other charges at reasonable rates and the time periods for payment thereof to be determined exclusively by the Board of Supervisors from time to time by duly adopted Resolution for the purpose of providing for the payment of the expenses of administering and enforcing any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department. Without limiting the generality of the foregoing, such fees and other charges may include fees and other charges for building permits, plan reviews, inspections, certificates of occupancy, prosecution proceedings, appeals and for any other lawful purpose in connection with the intent and purposes of this Ordinance.

(C) The building code official shall make the aforesaid fee schedule available to the public.

(D) Notwithstanding any reason whatsoever, no person shall be relieved or otherwise exempt from the timely payment in full of any fee or other charge that the Board of Supervisors shall fix, alter or charge pursuant to the provisions of this Ordinance.

(E) If the owner or responsible person fails to pay any invoice as required, then the building code official and the Board of Supervisors shall file or cause the filing of a municipal lien for the invoiced amount, together with interest, costs and reasonable attorney fees, within six (6) months of the date of non-payment of the invoice. Any such municipal lien filed shall be subject in all respects to the general law providing for the filing and recovery of municipal liens and claims.

(F) No certificate of occupancy and/or no permit shall be issued until the required fee and other applicable charges have been paid in full.

(G) The Board of Supervisors may fix, alter, charge and collect such other fees and charges authorized by law.

(H) The Township and its elected and appointed officials, employees, lessees, servants, agents, successors and/or assigns shall take and perform or cause to be taken and

performed all necessary action to collect and enforce a person's duty to pay in full the amount of any fee or other charge that the Board of Supervisors shall fix, alter or charge pursuant to the provisions of this Ordinance. Such action may include, without limitation, the filing of a municipal lien and the execution thereupon.

## Section 27. Board of Appeals

(A) There is hereby created and established a board of appeals in accordance with the provisions of the Act and the regulations promulgated thereunder from time to time by the Department.

(B) The board of appeals shall hear and rule on appeals from the decisions of the building code official, requests for variances from the strict application of the provisions of this Ordinance and incorporated codes and requests for extensions of time. An application for appeal shall be based on a claim that: (1) the true intent of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department have been incorrectly interpreted; (2) the provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department do not apply; or (3) an equivalent form of construction is to be used.

(C) Pursuant to the provisions of this Ordinance, the Board of Supervisors is hereby authorized and directed to appoint and shall appoint the members and alternate members of the board of appeals by Resolution duly adopted from time to time. Said appointments and/or re-appointments shall occur at the Township's first public meeting of the calendar year or at such other times as a vacancy occurs.

(D) The composition of the board of appeals and the qualifications of its members and alternate members shall be governed by all of the following factors:

- (1) The board of appeals shall consist of three (3) regular members. The Board of Supervisors shall also appoint three (3) alternate members to the board of appeals who shall serve in such manner as necessary when one (1) or more regular members is not able to serve for any period of time.
- (2) Persons serving on the board of appeals shall be qualified by training and experience to pass on matters pertaining to building construction. Training and experience may consist of licensure as an architect or engineer, experience in the construction industry, and training or experience as an inspector or plan reviewer.
- (3) Persons serving on the board of appeals shall so serve at the sole pleasure and complete discretion of the Board of Supervisors.
- (4) Members of the Board of Supervisors shall not serve on the board of appeals.

- (5) The building code official shall not serve on the board of appeals.
- (6) Persons serving on the board of appeals shall reside within the Township; provided, however, that the Board of Supervisor may fill a position on the board of appeals with a duly qualified person who resides outside of the Township when the Board of Supervisors cannot find a person residing within the Township who satisfies all other requirements for such position.
- (7) The regular members of the board of appeals shall appoint a Chairperson and Vice-Chairperson to serve for such term as determined by the board of appeals. The Chairperson and Vice-Chairperson shall be selected from the regular members of the board of appeals.

(E) A member of the board of appeals shall not cast any vote and shall not participate in any hearing in any appeal, request for variance or request for extension of time in which that member has a personal, professional or financial interest.

(F) The board of appeals shall not hear, rule or otherwise act upon appeals, requests for variance or requests for extension of time relating to accessibility under the provisions of the Act.

### **Section 28. Appeals, Variances and Extensions of Time**

(A) An applicant may seek a variance or extension of time or appeal the building code official's decision by filing a petition with the building code official or other person designated by the board of appeals on a form provided by the Township.

(B) The postmark date or the date of personal service of the required petition shall establish the filing date of the appeal, of a request for variance and of a request for extension of time.

(C) A duly and properly filed petition for an appeal or for a request for variance or for an extension of time to a board of appeals shall automatically suspend an action to enforce an order to correct until the matter is resolved; provided, however, that any action relating to unsafe building, unsafe structure or unsafe equipment shall not be stayed.

(D) The board of appeals shall rule on the underlying petition and decide the appeal, variance request or request for extension of time by reviewing documents and written brief or argument unless the applicant requests a hearing.

- (1) All requests for a hearing shall be set forth in the originally filed petition. The board of appeals is under no obligation to conduct any hearing when the originally filed petition fails to include a request for a hearing.

(E) The board of appeals shall hold a hearing within sixty (60) days from the date of an applicant's appeal, variance request or request for extension of time unless the applicant agreed in writing to an extension of time.

(F) The board of appeals shall only consider the following factors when deciding an appeal under section 21(B) of this Ordinance and section 501(c)(2) of the Act, 35 P.S. §7210.501(c)(2):

- (1) The true intent of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department have been incorrectly interpreted.
- (2) The provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department do not apply.
- (3) An equivalent form of construction is to be used.

(G) The board of appeals may consider the following factors when ruling upon a request for extension of time or upon a request for variance:

- (1) The reasonableness of this Ordinance's, the Uniform Construction Code's, the Act's or the regulations' (promulgated thereunder from time to time by the Department) application to a particular case.
- (2) The extent to which the granting of a variance or an extension of time will pose a violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.
- (3) The extent to which the granting of a variance or an extension of time will pose an unsafe condition.
- (4) The availability of professional or technical personnel needed to come into compliance.
- (5) The availability of materials and equipment needed to come into compliance.
- (6) The efforts being made to come into compliance as quickly as possible.
- (7) Compensatory features that will provide an equivalent degree of protection to any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.



(H) Upon receipt of an originally filed petition that also requests a hearing, the board of appeals shall schedule a hearing and notify the applicant, the building code official, the Township's solicitor and such other persons as the Board of Supervisors or the board of appeals may specify. The said notification shall, at minimum, advise of the date, time and place of the hearing.

- (1) The hearing shall be conducted in accord with the applicable provisions of the Administrative Code, 2 Pa.C.S.A. § 101 *et seq.*
- (2) The applicant shall pay for all reasonable stenographic fees when the applicant requests that a stenographic record shall be made of the hearing, or when the Chairperson of the board of appeals determines in his/her sole discretion that a stenographic record of the hearing may be required for any reason.
- (3) The applicant shall pay for all costs of notifying the public of the proceeding, including but not limited to the preparation of the public notice for publication in a newspaper of general circulation within the Township, the costs for such publication and the costs for any affidavits relating to such publication.

(I) In ruling upon a petition, the board of appeals may:

- (1) Deny the request in whole or in part.
- (2) Grant the request in whole or in part.
- (3) Grant the request upon certain reasonable conditions being satisfied.

(J) Action taken with respect to an appeal, a request for variance or a request for an extension of time shall be taken by a quorum of those members of the board of appeals who have heard the entire matter in the case of a hearing, or who have reviewed all documents and all written briefs and/or arguments in the case of no hearing.

(K) The board of appeals shall provide a written notice of its decision to the applicant, to the building code official, to the Board of Supervisors, to the Township's solicitor, and to such other persons as the board of appeals may specify under its officially adopted rules and regulations and to any other person who entered an appearance and participated in the hearing as a party litigant.

(L) An applicant shall file an appeal, request for variance and request for extension of time relating to accessibility with the Accessibility Advisory Board in accordance with the applicable provisions of the Act and the regulations promulgated thereunder from time to time by the Department.

## **Section 29. Compliance Required**

(A) Notwithstanding any reason whatsoever, no construction shall be performed or caused to be performed and no occupancy shall be had or changed except in strict compliance with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department, and such other applicable ordinances, resolutions and standards, rules and regulations promulgated thereunder from time to time.

(B) Notwithstanding any reason whatsoever, no person shall be relieved or otherwise exempt from any duty or obligation established under and pursuant to this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department, and such other applicable ordinances, resolutions and standards, rules and regulations promulgated thereunder from time to time; nor shall any person be relieved or otherwise exempt from strictly complying with the provisions of this Ordinance, the Uniform Construction Code, the Act and the regulations promulgated thereunder from time to time by the Department, and such other applicable ordinances, resolutions and standards, rules and regulations promulgated thereunder from time to time.

## **Section 30. Declaration of Nuisance; Abatement**

A. Any person who, in violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department, constructs or occupies or changes the occupancy, or causes the construction, occupation or change of occupation, of any building, structure, facility or equipment shall be deemed and shall be declared to be erecting, constructing, using and maintaining a nuisance. The performance of all action necessary to abate the said nuisance is hereby authorized and is hereby directed to be taken and performed pursuant to applicable law.

## **Section 31. Violations and Penalties**

(A) Enforcement proceedings and penalties for any violation of any provision, whether in whole or in part, of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department shall be as authorized by law and shall be in addition to any other actions and legal remedies that may be initiated by the Township and/or the building code official.

(B) Without limiting the generality of the foregoing, the provisions of this Ordinance are declared to be for the health, safety and welfare of the citizens of the Township, and the enforcement of this Ordinance may be by action brought before a district justice in the same manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure and the solicitor may assume charge of the prosecution without the consent of the District Attorney as required under Pennsylvania Rules of Criminal Procedure No. 83(c). Any person violating any provision, whether in part or in whole, of this Ordinance, upon

conviction before any District Justice of Crawford County, shall be required to pay a criminal fine in the amount of One Thousand Dollars (\$1,000.00) per violation and shall be imprisoned to the extent allowed by law for the punishment of summary offenses. A separate offense is hereby deemed to arise for each day or portion thereof in which a violation is found to exist or for each section of the Ordinance which is found to have been violated.

(C) In addition to any other action authorized by law and/or by this Ordinance, this Ordinance and the violation of any provision of it, whether in part or in whole, may be enforced through an action in equity brought in the Court of Common Pleas of Commonwealth of Pennsylvania in the county in which the Township is situated.

(D) In any administrative, criminal or civil action for the enforcement of this Ordinance and/or in any action to collect fines for any violation of any provision of this Ordinance, whether in part or in whole, the Township shall be entitled to recover all expenses, losses and damages occasioned by the violation(s), together with all filing and other litigation costs and all attorney fees incurred thereby.

### **Section 32. Implementation**

(A) The taking and performance of any and all additional action deemed necessary and appropriate to implement the provisions and intent of this Ordinance are hereby directed, authorized and empowered to be taken and performed.

### **Section 33. Constitutionality**

(A) The provisions of this Ordinance shall be severable, and if any provision, sentence, clause, section or any other part of this Ordinance is finally determined by a court of competent jurisdiction to be unconstitutional, illegal or invalid, then such unconstitutionality, illegality or invalidity shall not affect or impair the constitutionality, legality or validity of any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the legislative intent that this Ordinance would have been adopted had such unconstitutional, illegal or invalid parts not been included.

### **Section 34. Saving Clause; Repealer Clause**

(A) All ordinances, resolutions, motions, policy statements or any part of any such ordinance, resolution, motion or policy statement heretofore adopted on or before July 1, 1999 and which equal or exceed the provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department shall remain and continue, and are hereby ratified and affirmed as remaining and continuing, to have full legal force and effect until such time as the same fails to equal or exceed the provisions of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department.

(B) Any ordinance, resolution, motion, policy statement or any part of any such ordinance, resolution, motion or policy statement heretofore adopted which are contrary to or conflict with any provision of this Ordinance, the Uniform Construction Code, the Act or the regulations promulgated thereunder from time to time by the Department are hereby repealed to the extent necessary to give this Ordinance full legal force and effect.

**Section 35. Effective Date**

(A) Pursuant to the provision of the Second Class Township Code set forth in 53 P.S. §66601(a), this Ordinance shall become official and effective five (5) days after its adoption and shall remain in full legal force and effect until amended or repealed by subsequent ordinance.

(B) Pursuant to the provision of the Act set forth in 35 P.S. §7210.503(j)(1), this Ordinance shall take effect thirty-five (35) days following its enactment.

Ordained and Enacted by the affirmative vote of at least a majority of the duly elected Board of Supervisors of the Township of Cussewago, County of Crawford, Commonwealth of Pennsylvania, on this the 7<sup>th</sup> day of JUNE, 2004.

Township of Cussewago  
County of Crawford, Commonwealth of Pennsylvania

By: Donald Reibel  
Donald Reibel, Chairman

By: Raymond Armel  
Raymond Armel, Supervisor

By: John Acker  
John Acker, Supervisor

Attest:

By: Lyle Acker  
Lyle Acker, Secretary

[Township Seal]