

BUILDING PERMIT APPLICATION

Mt. Lebanon Inspection Office
710 Washington Road
Pittsburgh, PA 15228
412-343-3408

PERMIT # _____

For internal use only – to be completed by Inspection office

Zoning Hearing Y N Appeal # _____

Zoning District _____ Lot No.(s) _____ County Permit Code _____ Allegheny County Parcel # _____

Applications that are completely filled-out and with the required supporting documents will be processed in the order they are received.

Property Address _____

Property Owner _____

Owner Address _____ Zip Code _____

Owner Phone (contact #) _____

Contractor _____

Contractor Address _____ Zip Code _____

Contractor phone (contact #) _____

Describe Project _____

Total Square Feet (for proposed construction only) _____

Estimated Cost of Project \$ _____

I hereby agree to be bound by the provisions of the ordinances, specifications, regulations and restrictions as may be imposed by Mt. Lebanon regarding this application. I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa.C.S. Â§ 4904, relating to unsworn falsification to authorities.

Property Owner's Signature

Date of Application

Print Property Owner's Name

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Plans and Specifications and Plot Plan for the above application have been examined, and I hereby certify that they comply in every particular with Ordinances of Mt. Lebanon, Pennsylvania, and approve the issuing of this Permit for same, after paying a

FEE OF: \$ _____

Building Inspector's Signature

Date Approved

Guidelines For Supporting Documents For Building Applications

Mt. Lebanon Inspection Office 710 Washington Rd Pittsburgh, PA 15228 412-343-3408

Supporting documents are required for the following building projects. For mechanical, fence, etc. refer to the requirements on that particular application. If you have any questions regarding your specific project, please call the Inspection office at 412-343-3408.

Additions

Completed Building Permit Application
Certificate of Occupancy Application
Two (2) sets of construction drawings
Two (2) copies of property survey with the location of the structure clearly marked

Decks

Completed Building Permit Application
Two (2) sets of **very detailed drawings and specs** of how the deck will be built
Two (2) copies of property survey with location of the proposed structure clearly marked

Garages

Completed Building Permit Application
Two (2) sets of construction drawings
Two (2) copies of property survey with the location of the proposed structure clearly marked

Porch Enclosures

Completed Building Permit Application
Two (2) sets of construction drawings
Two (2) copies of property survey with location of the proposed structure clearly marked.
If it's a four (4) season room installing a/c & heat - will need Certificate of Occupancy Application

Retaining Walls

Between two (2) and four (4) feet high requires a building permit
Two (2) copies of property survey with location of wall: existing and proposed
If over four (4) feet, will also need engineering drawings

Sheds, Playhouses, Gazeboes

Completed Building Permit Application
Two (2) sets of property survey with the location of the structure clearly marked

- **Dumpsters:**

*Placing a dumpster in the street requires a permit; call Police/Traffic Division 412-343-4086 for details.
Dumpsters placed in your yard or driveway does not require a permit.
A dumpster cannot be placed on the municipal sidewalk – not even partially.*

- **Surveys:**

*The Mt. Lebanon Inspection Office does not maintain surveys for every property. However, the office **may have** access to some from past projects. Most permits & plans are kept off site and there is a charge to recall a box from the offsite facility. There is no guarantee that the information requested will be in the file when delivered. It is also possible that the survey requested may not be legible or detailed enough for your proposed project. **There are no refunds for retrieving files that are not complete or able to be used.** To inquire about a survey fill out and complete a Survey Search Request Form.*