



## Application for Building Permit & Zoning Approval

*Re: City of Oil City Ordinance No. 2864 & 2822*

Direct questions to the **Oil City Code Department** at 814-678-3003. Return completed applications to the Code Department on the first floor of City Hall, 21 Seneca St., Oil City, PA 16301.

### Terms and Conditions

1. It is the duty of every person who performs work for the installation or repair of building, structure, electrical, gas, mechanical or plumbing systems for which this code is applicable, to comply with this code.
2. A fee will be collected and calculated based on the cost of the proposed project. Make checks payable to City of Oil City. In the event work is commenced on any project prior to the issuance of a building permit, the fees for the acquisition of a permit shall be doubled.
3. The building permit or a copy must be kept on the site of work until project completion. A building permit will become invalid unless work is commenced within 180 days after its issuance, or if the authorized work is suspended or abandoned for a period of 180 days after the time the work is commenced. Time extensions may be granted at the discretion of the Code Department.
4. The Code Department is authorized to suspend or revoke a permit if it is issued in error or on a basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation of any of the provisions of the code.
5. Any person who continues any work in or about the structure after having been served a stop-work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$100 or more than \$1000.

### Fee Schedule

Project Cost	Permit Fee	Project Cost Cont.	Permit Fee Cont.
\$0 - \$1000	\$14	\$12001 - \$13000	\$69
\$1001 - \$5000	\$29	\$13001 - \$14000	\$74
\$5001 - \$6000	\$34	\$14001 - \$15000	\$79
\$6001 - \$7000	\$39	\$15001 - \$16000	\$84
\$7001 - \$8000	\$44	\$16001 - \$17000	\$89
\$8001 - \$9000	\$49	\$17001 - \$18000	\$94
\$9001 - \$10000	\$54	\$18001 - \$19000	\$99
\$10001 - \$11000	\$59	\$19001 - \$20000	\$104
\$11001 - \$12000	\$64	Over \$20000	\$104 + \$10 per additional \$1000 or part thereof



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### APPLICANT INFORMATION

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
Affiliation with owner: \_\_\_\_\_

### PROPERTY OWNER (If different from applicant)

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

### PROJECT INFORMATION

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Nature of Project: \_\_\_\_\_  
Check all that apply:  
 New Building     Addition     Alteration     Repair/Replace  
 Residential     Single Family     Two Family     Accessory Structure  
 Other: \_\_\_\_\_  
Total Project Cost: \_\_\_\_\_  
Contractor/Architect/Engineer: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
Contractor/Architect/Engineer: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

I hereby certify, under penalty of law, that the above information is true and correct to the best of my knowledge and belief. Furthermore, I certify that I am the owner of the property listed or I am acting lawfully on behalf of the property owner or person(s) responsible and I/we agree to conform to all applicable local laws and ordinances.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*



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**\*\*\*FOR OFFICIAL USE ONLY\*\*\*  
ZONING APPROVAL**

District: \_\_\_\_\_ Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Lot #: \_\_\_\_\_ Lot Area: \_\_\_\_\_ Lot Coverage: \_\_\_\_\_

**Yard Setback Requirements** Front: \_\_\_\_\_ Back: \_\_\_\_\_ Sides: \_\_\_\_\_

Zoning Board Approval Required:  YES  NO

Comments/Special Conditions: \_\_\_\_\_

Date: \_\_\_\_\_  APPROVED  DENIED

Comments: \_\_\_\_\_

Zoning Officer Signature: \_\_\_\_\_

**\*\*\*FOR OFFICIAL USE ONLY\*\*\*  
BUILDING PERMIT APPROVAL**

Approval Date: \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Denial Date: \_\_\_\_\_ Reason: \_\_\_\_\_

Code Official Signature: \_\_\_\_\_