ONTELAUNEE TOWNSHIP

35 Ontelaunee Dr ♦ Reading, PA 19605
Office number: 610.926.4240 ext. 200
Email ♦ ontelauneetownship@comcast.net

Electrical Permit Application

Pennsylvania Uniform Construction Code (PA UCC) and 2021 International Residential Code (IRC)

1. Project Information

Project address	
Municipality	
County	
Parcel or tax ID number	
Project type	☐ New construction ☐Addition ☐Alteration ☐Repair ☐ Replacement
Occupancy or use	☐ One-family dwelling ☐ Two-family dwelling ☐ Accessory structure ☐ Other_____

2. Applicant and Owner Information

Property owner
Owner address
Owner phone and email
Applicant name or company
Applicant address
Applicant phone and email

3. Electrical Contractor Information

Electrical contractor
Business address
Phone and email
PA contractor registration number
Local license number, if applicable
Master electrician or responsible individual

4. Description of Proposed Electrical Work

Provide a detailed description of the work, including the areas affected, equipment being installed or replaced, and whether the work is new, altered, repaired, or temporary.

_____

_____

_____

5. Electrical Service and Load Information

Existing service	Voltage: _____ Amperage: _____ Phase: _____
Proposed service	Voltage: _____ Amperage: _____ Phase: _____
Service change included?	☐ Yes ☐ No
Service equipment location	
Panelboard location	
Estimated connected load	_____ amperes / _____ volt-amperes
Load calculation attached?	☐ Yes ☐ No ☐ Not applicable

6. Scope Checklist

- ☐ Service entrance or service upgrade
- ☐ Panelboard or disconnect installation
- ☐ Branch circuits
- ☐ Interior lighting and receptacles
- ☐ Exterior lighting and receptacles
- ☐ Kitchen, laundry, bathroom, or garage circuits
- ☐ Smoke alarms and carbon monoxide alarms
- ☐ Heating, ventilation, or air-conditioning equipment
- ☐ Water heater, pump, or other permanently connected equipment
- ☐ Generator or standby power system
- ☐ Electric vehicle charging equipment
- ☐ Photovoltaic or energy storage system
- ☐ Temporary electrical service
- ☐ Other: _____

7. Required Documents and Attachments

- ☐ Site plan or plot plan, when required
- ☐ Electrical floor plan or wiring diagram
- ☐ Panel schedules and circuit identification
- ☐ Electrical load calculation, when required
- ☐ Equipment specifications and installation instructions
- ☐ Manufacturer information for generators, photovoltaic systems, energy storage systems, or electric vehicle supply equipment

- ☐ Structural or mechanical plans, when the electrical work is part of a larger project
- ☐ Utility approval or service information, when required
- ☐ Other documents requested by the code official: _____

8. Applicable Codes and Standards

The proposed work shall be designed, installed, inspected, and approved in accordance with the Pennsylvania Uniform Construction Code as adopted and enforced by the applicable jurisdiction, the 2021 International Residential Code provisions adopted for the project, and all other applicable laws, regulations, ordinances, utility requirements, and referenced electrical standards. The code official will determine the applicable edition, scope, permit requirements, and required inspections for the project.

9. Applicant Certification

I certify that the information provided in this application and the accompanying documents is complete and accurate to the best of my knowledge. I understand that the work must not begin until the required permit has been issued and that all required inspections must be requested and approved before concealment or final occupancy, as applicable. I further understand that approval of this application does not authorize work that violates applicable laws, ordinances, easements, utility requirements, or other permits.

Applicant signature
Printed name
Title or relationship to applicant
Date

10. For Code Official Use Only

Application received	
Permit number	
Plan review required?	☐ Yes ☐ No
Permit approved?	☐ Yes ☐ No ☐ Revise and resubmit
Required inspections	
Permit fee	
Code official comments	