

# SUBMITTAL REQUIREMENTS FOR COMMERCIAL COMMUNICATIONS TOWER PROJECTS

When submitting your application for Commercial projects please include the following:

1. Completed Building Permit Application with page 2 stamped by a design professional.
2. If you don't know your tax parcel number for your property to put on your application, please contact the Tax Office at 724-465-3812.
3. Two (2) complete sets of sealed drawings for your building project.
4. Site Plan
5. Your contractor's workman's compensation and liability insurance. If you are not using a contractor or your contractor doesn't have workman's compensation insurance, please complete the Workman's Comp form and have it notarized.
6. \$150.00 application fee (\$50.00 of which is non-refundable) – please make check payable to ***Indiana County Code Division***.

# INDIANA COUNTY

Office of Planning and Development  
801 Water Street  
Indiana, PA 15701  
(724) 465-3870 Fax (724) 465-3151

FOR OFFICE USE ONLY	
Permit #	_____
Date:	_____

## Building Permit Application ~Commercial Cell Tower~

**\*\*\* All Drawings Must be Sealed by an Architect or an Engineer \*\*\***

Owner of Communications Tower \_\_\_\_\_

Site Address \_\_\_\_\_

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

Municipality \_\_\_\_\_ Township / Borough \_\_\_\_\_



**YOU MUST PROVIDE A TAX PARCEL NUMBER FOR THE PROPERTY AT THE SITE ADDRESS LISTED ABOVE**

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

Estimated cost of the project: \$ \_\_\_\_\_

Owner of Communications Tower Mailing Address \_\_\_\_\_

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

Electricity provider: \_\_\_\_\_

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

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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## To be completed by the Design Professional

(Affix seal to the right of name and address)

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

Address: \_\_\_\_\_

\_\_\_\_\_

PA License # \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

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Applicant:

\_\_\_ OWNER \_\_\_ ARCHITECT \_\_\_ ENGINEER \_\_\_ CONTRACTOR \_\_\_ AGENT/OTHER \_\_\_\_\_

\_\_\_\_\_  
Signature

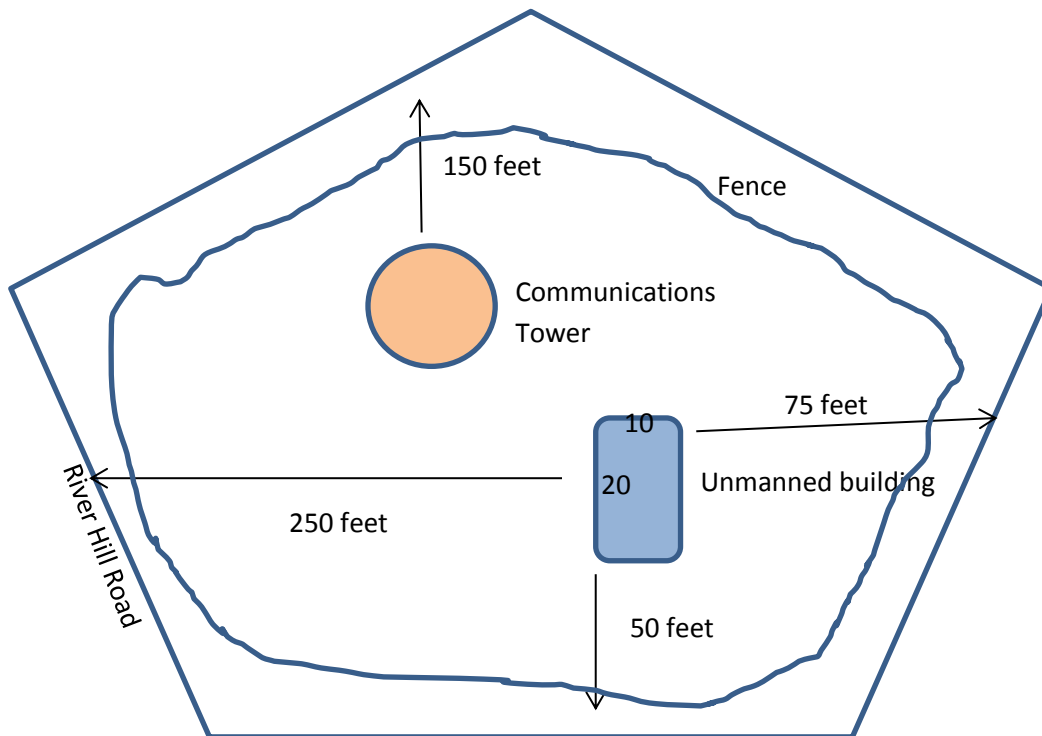
\_\_\_\_\_  
Date

# SITE PLAN REQUIREMENTS FOR COMMUNICATIONS TOWER

The following are the requirements for all commercial projects. Drawings should be drawn to ¼" or 1/8" scale and shall provide the necessary information to verify compliance with the building code. **All drawings shall bear the stamp of the design professional responsible for the design, with their signature on the first page of each set of drawings.**

The site plan shall include the following:

- Location of Communications Tower and any Outbuildings showing distance from the property lines and roadway.
- Show the outside dimensions of all the proposed structures.
- Location of any fencing being installed at the site.
- Please submit on 8 ½" x 11 paper in blue or black ink only



INDIANA COUNTY CLIMATIC AND  
DESIGN CRITERIA  
FOR THE PA UNIFORM CONSTRUCTION CODE

Indiana County does hereby adopt the following climatic and geographic design criteria, in accordance with International Residential Code, 2009; Section R301.2, and Table R301.2(1), said Table being attached hereto:

- a. Ground Snow Load.....35lbs per sq ft
- b. Wind Speed.....90 Miles per Hour
- c. Seismic Design Category.....A
- d. Weathering.....Severe
- e. Frost Line Depth.....36 inches
- f. Termite.....Moderate to Heavy
- g. Decay.....Slight to Moderate
- h. Winter Design Temperature.....0 to 10 Degrees F. i.  
Ice Shield Underlayment Required.....Yes
- j. Flood Hazard.....Reference specific municipal ordinance
- k. Air Freezing Index.....2000
- l. Mean Annual Temperature.....47 Degrees F.
- m. Roof Vents shall be a minimum of 16 inches above the roof line

## **PENNSAFE BUILDING INSPECTION SERVICES LLC**

PLAN SUBMITTAL HANDOUT for COMMERCIAL RADIO/COMMUNICATION TOWERS,  
ALTERATIONS/COLLOCATE INSTALL

The Project Submittal package is required to include all information on this handout. Check each applicable item. If not applicable, then mark item n/a. This form must be submitted with attached project drawings.

- Permit Application
- Municipal Prior Approval
- Two full sets of Building Plans drawn to scale

**\*\*The following items are required to be included on the Building Plans\*\***

(Check every item that will be included in the project or marked n/a as not applicable)

- Provide site plan.
- Designate design code used.
- Drawings must include all portions of the tower site affected by the construction project.
- Both existing and newly proposed work must be included.
- Provide overview layout and detail of all structural elements.
- Areas of building/structures if provided.
- All exterior elevations of building, equipment and tower (existing buildings may substitute photographs of all sides)
- Provide anchorage details of buildings and equipment.
- Designate type of construction and use group for all portions of building on the plan.
- Location of fire extinguishers in new building.
- For all projects that contain electric, mechanical or alteration, a detail and scope of work for each discipline must be provided.
- Wiring methods, single line diagram, conductor sizes.
- Provide description of height, width and length of fence.
- Provide description of materials to be used for the fence.
- If material is engineered system, provide manufacturer's installation manual for fence.
- Provide footer details showing depth of footing below final grade for fence.
- Indicate number of details of gates, latching and locking system for fence.
- Drawings must be a minimum size of 15"x24" and drawn to a scale not less than 1/8" per ft.
- List the plan designer with all contact information. Include phone, fax and email.

**\*\*THIS COMPLETED FORM MUST BE SUBMITTED WITH PROJECT PLANS\*\***