

Building Code Appeals Board Application

Mount Joy Borough
21 East Main Street
717- 653-2300
Fax: 717-653-6680



Identification (Type or Print Clearly)

DATE APPLICATION FILED: _____ HEARING DATE: _____

Permit Number Issued _____

Section 1 Applicant and Address Information:

Property Address _____ Mount Joy, PA 17552

Applicant _____ Telephone No. () _____

Street Address _____

Owner of Property _____ Telephone No. () _____

Address (if different from above) _____

Section 2 Application for Appeal of Building Code Official (BCO) Decision:

Building Code Official Name: _____ Date of Decision: _____

Please check which of the following form the basis for your appeal:

- () The true intent of the Pennsylvania Construction Code Act (PCCA) or the UCC was incorrectly interpreted.
- () The provisions of the PCCA do not apply to this construction.
- () An equivalent form of construction was proposed for use.

Please detail the grounds for appealing the decision, citing provisions of the PCCA or the UCC, or explaining how your proposed construction would be equivalent to that specified in the UCC. If additional space is required, please attach additional 8 ½" x 11" pages.

Section 3 Application for Extension of Time Request:

Compliance date requested for time extension _____

Please detail the reasons for this request. If additional space is required, please attach additional 8½" x 11" pages.

Section 4 Request for Variance(s):

Please provide **all** of the following information for each variance requested: (Failure to provide sufficient information will result in the return of your variance request(s) and delay the Board's consideration of your request(s).

- Specify the particular code and the section(s) of the code, or any reference standard mentioned in the specified sections(s).
- Indicate on your plans what portions of the building will be affected by the variance request.
- Detail what your alternative approach entails and any compensatory measures.
- State the reasons for the requested variance, including why the strict letter of the code is impractical, how the variance would satisfy the code's interest, and why the modification would not lessen health, life and fire safety or structural requirements in the listed code sections.

Section 5 Signatures:

My/our signature(s) below certify that all of the above information and statements, as well as any other documents information submitted and made a part of this Application for Review, are true and correct to the best of my/our knowledge, information and belief.

Applicant(s): _____ Date: _____

_____ Date: _____

Property Owner (if different from Applicant):

_____ Date: _____

_____ Date: _____

INSTRUCTIONS FOR COMPLETING FOR COMPLETING APPLICATION FOR REVIEW

1. There is an application fee for submitting an Application for Review to the Building Codes Appeals Board. The fee is currently \$600.00. This fee must be paid at the time the Application for Review is submitted. The application will not be accepted if the fee is not included.
2. Attach to the application, a copy of the building permit at issue, or other building permit-related materials.
3. Section 2 – If you wish to appeal a Building Code Official’s decision, this sections is to be used. An Application for Review must be based upon one or more of the following grounds: (1) the true intent of the Pennsylvania Construction Code Act (“Act”) have been incorrectly interpreted; (2) the provisions of the Act of Code do not fully apply; or (3) an equivalent form of construction should be permitted. Attach appropriate written explanation/arguments that demonstrate how your request meets one of the three reasons for the application. Attach appropriate drawings, plans, and/or illustrations, which help explain your request.
4. Seven (7) copies of any document of 8.5” x 11” are required. Only one (1) print of each photograph exhibit is necessary. All materials submitted with this application or entered as exhibits during the hearing become the property of Mount Joy Borough and are kept with this application.
5. Section 3 – Use this section if you desire an extension of time.
6. Section 4 – Use this section to request a variance. The Appeals Board will consider the following when deciding upon a variance request:
 - (a) The reasonableness of the Uniform Construction Code’s application in a particular case.
 - (b) The extent to which the granting of a variance or an extension of time will pose a violation of the Uniform Construction Code or an unsafe condition.
 - (c) The availability of professional or technical personnel needed to come into compliance.
 - (d) The availability of materials and equipment needed to come into compliance.
 - (e) The efforts being made to come into compliance as quickly as possible.
 - (f) Compensatory features that will provide an equivalent degree of protection to the Uniform Construction Code.
7. The Board of Appeals will inform you of a date and time for your hearing as soon as suitable arrangements can be made with all members of the appeals board.
8. The Board of Appeals shall hold a hearing within 60 days from the date of an applicant’s request unless the applicant agrees in writing to an extension of time.
9. The Board of Appeals shall provide a written notice of its decision to the owner and to the building code official.

I/We have read and understand the forgoing instructions:

Applicant(s):

Signature

Date

Signature

Date

Property Owner (if different from applicant):

Signature

Date

Signature

Date

Building Code Official Signature:

Signature

Date

