§ 5-103**Permits, Certificates, and Fees.**
[Ord. 1974-11, 8/20/1974, § 3; as amended by Ord. 1978-7, 12/30/1978; by Ord. 1982-1, 2/1/1982; and by Ord. 2009-8, 12/7/2009]

1. Permit Required. An application for a permit shall be required in accordance with the provisions of those applicable codes and ordinances which the Office of Code Enforcement has the responsibility to administer. Said application shall be submitted in such form as may be prescribed by the Code Enforcement Officer and shall be accompanied by any required fee.

2. Action on Application. The Code Enforcement Officer shall examine said application to determine compliance with those other applicable codes and ordinances of the Borough and shall either approve or reject said application. If said application is rejected, the Code Enforcement Officer shall inform the applicant in writing, stating the reasons for such rejections. Applications for permits required by the Pennsylvania Uniform Construction Code shall be approved or rejected within the time frame provided in the Uniform Construction Code.

3. Working without permits. Any person who shall perform any work requiring a permit* without first securing said permit for such work shall be issued a stop work order and shall be liable for a fine of five hundred dollars ($500.00) if paid within ten (10) days. If the fine is not paid or appealed within ten (10) days, the fine shall be increased to one thousand dollars ($1,000.00). Each day that such violation shall continue shall constitute a separate offense and shall be liable for a fine of not more than one thousand dollars ($1,000.00).
*Emergency repairs, as defined by the applicable Codes may be performed and application for permit filed within the next working business day.

A. Within ten (10) days of the issuance of the fine by the Borough of Forty Fort, the offender may appeal to the Uniform Construction Code Board of Appeals with payment of one hundred dollars ($100.00). If the offender cannot afford to file the appeal, the offender must apply for in forma pauperis status through the Office of Code Enforcement. All provisions for appeals are outlined in the provisions of this chapter relative to the appropriate appeals board, as well as under the appropriate provisions of the Uniform Construction Code of the Commonwealth of Pennsylvania as amended.

3. Required Fees. Applicants for permits required by any of the following applicable codes and ordinances shall pay, at the time of application, to the Code Enforcement Officer, for use by the Borough, such fees in such amounts as may be established from time to time by resolution of Borough Council.

4. Certificates. The following certificates shall be required in accordance with the provisions of those other applicable codes or ordinances which the Office of Code Enforcement has the responsibility to administer. Said certificates may be issued separately or combined in the form of a single certificate.

A. Certificate of Occupancy. In accordance with § 110 of the Pennsylvania Uniform Construction Code, a certificate of occupancy shall be required, and no new building or portion of an existing building which is enlarged or altered, shall be used or occupied in whole or in part, until such a certificate of occupancy shall have been issued by the Code Enforcement Officer.

B. Certificate of Approval. A certificate of approval shall be required for any electrical or plumbing work completed under the provisions of the applicable codes and

ordinances. All applicants shall apply to the Office of Code Enforcement for such a certificate of approval within 30 days of the completion of the building, structure, work, or premises.

C. Other Certificates. Any other permits, certificates or licenses, as required by the applicable codes and ordinances shall be obtained by the applicant in accordance with the provisions of said applicable codes and ordinances. Application for such permits, certificates, or licenses shall be made to the Code Enforcement Officer.