

# Upper Makefield Township

1076 Eagle Road | Newtown, PA 18940 | p 215.968.3340 | f 215.968.9228 | [www.uppermakefield.org](http://www.uppermakefield.org)

<b>Received by:</b>	<b>DATE:</b> _____ 20 _____	<b>ZONING DISTRICT:</b> _____	<b>TAX MAP PARCEL NUMBER</b> 47- _____
<b>Business Certificate of Occupancy &amp; Zoning Use Permit Application</b>			
<b>Applicant Name</b>			<b>Applicant E-mail Address</b>
<b>Applicant Phone #</b>	(      )	<b>Additional #</b>	
<b>Applicant Address</b>			<b>City / Zip</b>
<b>Owner Name</b>			<b>Owners E-mail Address</b>
<b>Owner Address:</b>			<b>City / Zip</b>
<b>Owner Phone #</b>	(      )	<b>Additional #</b>	
<b>Business Name</b>			<b>Business Website:</b>
<b>Business Phone #</b>			<b>Business E-mail Address</b>
<b>Business Location</b>			<b>Business Mailing Address</b>
<b>Date of Occupancy:</b>	<b>Number of Employees:</b>	<b>Number of Parking Spaces:</b>	<b>Hours of Operation:</b>
	<b>Number of Dining Seats:</b>	<b>Occupancy Load:</b>	<b>Building Square footage:</b> _____
			<b>Business Square footage:</b> _____
<b>Hazardous Materials List</b>	1)  2)		<b>Other Business or Use of Property &amp;/ or Building</b>

**NOTICE:** The Upper Makefield Township Fire Marshal's inspection and requirements must be completed before a Certificate of Occupancy may be issued by the Zoning Officer.

It is understood and agreed by this application that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this applicant, such as might or would cause refusal to this permit or any change in the use of structure of land made subsequent to the issuance of this permit, with approval of the Zoning Officer, shall constitute sufficient ground for the revocation of this permit.

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_

( ) DENIED ( ) APPROVED FOR USE

AS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Planning & Zoning Director \_\_\_\_\_ Date: \_\_\_\_\_

Save first, then email completed form to [codeoffice@uppermakefield.org](mailto:codeoffice@uppermakefield.org)

## OFFICE OF THE FIRE MARSHAL

### COMMERCIAL PLAN REVIEW REQUIREMENTS

Below is a synopsis of requirements relative to submitting a plan-review leading to approval by the Fire Marshal in compliance with the most recently adopted ICC - International Fire Code. A complete and timely submittal of all identified topics will ensure a prompt review process leading to approval.

- AIA and Engineering stamp applied, signed and dated
- Name, contact cell number and email for project-lead individual
- Emergency Lighting identified (hard wired / battery back-up)
- Emergency Exit Signing
- Fire Extinguishers (type identified)
- Exit Egress identified
- Special Interior Finishes (fire rating)
- Occupancy Load (Tenant Fit-Out Calculation)
- Aisle Egress and Width
- Exterior Fire Lanes and Marking
- Documents Calling-Out Fire Alarm System
- Documents Calling-Out Fire Suppression Systems
- Knox-Box REQUIRED details and location for Fire Department access
- Fire Marshal to be notified via email [jckfm272@aol.com](mailto:jckfm272@aol.com) the day/date plans are submitted to Planning and Zoning

Average turn-around time for initial review of "Stamped Drawings" is 10 business days once all requested criteria have been met.

John C. Kernan, Chief FM-272

Fire Code Official PA L&I #004802 / ICC #5318575 / NFPA CFI-10-0123

Revised 07/27/22