CHAPTER 4

BUILDINGS

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PART 1

BUILDING PERMITS

§101. Statement of Intent.

- 1. It shall be unlawful for any person, partnership, business or corporation to undertake, or cause to be undertaken, the construction, reconstruction, enlargement, alteration or relocation of any building or structure unless an approved building permit has been obtained from the Township Code Enforcement Officer.
- 2. A building permit shall not be required for repairs to existing buildings or structures, provided that no structural changes or modifications are involved.

(Ord. 1985-4, 6/12/1985, §501; as amended by Ord. 1999-1, 6/14/1999)

§102. Definitions.

Certain words and terms used in this Part are defined for the purpose thereof:

BUILDING — a combination of materials to form a permanent structure having walls and a roof and including mobile homes.

CODE ENFORCEMENT OFFICER — the person appointed by the Township Supervisors to enforce the provisions of this Part. [Ord. 1999-1]

COMMERCIAL or INDUSTRIAL BUILDING — any building or structure designed, built or altered for use entirely or in part of commercial or industrial purposes.

DWELLING — any building which is designed for or occupied in whole or in part as a home or residence.

FLOOD FRINGE — the portion of the floodplain outside the floodway for which detailed hydrologic information is available.

FLOODPLAIN — a relatively flat or low land area adjacent to a river, stream or water course which is subject to partial or complete inundation. An area subject to unusual and rapid accumulation or run-off of surface water of any source.

FLOODPROOFING — any combination of structural and nonstructural additions, changes, adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODWAY — the portion of the floodplain required to carry and discharge the flood waters of a given magnitude without increasing the water surface elevation more than one foot at any point. For the purposes of this Part, the floodway shall be capable of accommodating a flood of the 100 year magnitude.

MOBILE HOME PARK — a mobile home park is two or more mobile homes or trailers on a parcel of land held in single ownership.

NEW CONSTRUCTION — the construction, reconstruction, renovation, repair, extension, expansion, alteration or relocation of a building, structure and/or improvements such as streets and utilities. For the purposes of this Part, all subdivisions and/or land development shall be considered to be a new construction.

ONE HUNDRED YEAR FLOOD — a flood that, on the average, is likely to occur once every 100 years (i.e., that has a 1% chance of occurring each year, although the flood may occur in any year); for purposes of this Part, the regulatory flood.

PERSON — any person, persons, partnership or corporation.

PRIVATE GARAGE — a building or structure or any part thereof used appurtenant to a dwelling house primarily for the storage of motor vehicles, including carports.

REGULATORY FLOOD — the flood which has been selected to serve as the basis upon which the floodplain management provisions of this Part have been prepared; for purposes of this Part, the 100 year flood. The 100 year flood elevation plus a free board safety factor of 1 1/2 feet.

REGULATORY FLOOD ELEVATION — the elevations of the 100 year flood. The 100 year flood elevation plus a free board safety factor of 1 1/2 feet.

ROADS — roads and road rights-of-way include all lands established by dedication, usage, Township Ordinances or laid out upon Township plans as highways, and shall be synonymous with "street," "avenue," "highway," "parkway" and other terms commonly applied to public highways.

STRUCTURE — any manmade object having an ascertainable stationary location on or in land or water, whether or not affixed to the land.

SUBSTANTIAL IMPROVEMENT — any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either one before the improvement or repair is started, or two if the structure has been damaged, and is being restored, before the damage occurred. For the purposes of this Part, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not the alteration affects the external dimensions of the structure. The term does not, however, include either one any project for improvement of a structure to comply with existing State or local health, sanitary

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or safety code specifications which are solely necessary to assure safe living conditions or two any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

(Ord. 1985-4, 6/12/1985, §502; as amended by Ord. 1999-1, 6/14/1999)

§103. Application Procedure.

- 1. Application for a building permit shall be made in writing to the Code Enforcement Officer on forms supplied by the Township. To insure that flood damage controls are employed in all new construction within Floodplain Districts (See Smithfield Township Zoning Ordinance [Chapter 27]), the Code Enforcement Officer shall provide the applicant with information concerning the location of the Floodplain Districts boundaries relative to his proposed construction and the regulatory flood elevation at the proposed construction site. An application for a building permit shall contain the following: [Ord. 1999-1]
 - A. Name and address of applicant.
 - B. Name and address of owner of land on which proposed construction is to occur.
 - C. Name and address of contractor.
 - D. Site location.
 - E. Brief description of proposed work and estimated cost.
 - F. A plan of the site showing the exact size and location of the proposed construction as well as any existing buildings or structures.
 - G. If any proposed construction or development is located entirely or partially within any identified floodplain district, applicants for building permits shall provide all necessary information in sufficient detail and clarity to enable the Code Enforcement Officer to determine that: [Ord. 1999-1]
 - (1) All such proposals are consistent with the need to minimize flood damage and conform with the requirements of this and all other applicable codes and ordinances.
 - (2) All utilities and facilities, such as sewer, gas, electrical and water systems, are located and constructed to minimize or eliminate flood damage.
 - (3) Adequate drainage is provided so as to reduce exposure to flood hazards.

- 2. Applicants shall file the following minimum information plus any other pertinent information as may be required by the Code Enforcement Officer to make the above determination: [Ord. 1999-1]
 - A. A completed building permit application form.
 - B. A plan of the entire site, clearly and legibly drawn at a scale of one inch being equal to 100 feet or less, showing the following:
 - (1) North arrow, scale, and date.
 - (2) Topographic contour lines, if available.
 - (3) All property and lot lines including dimensions and the size of the site expressed in acres or square feet.
 - (4) The location of all existing and proposed buildings, structures and other improvements, including the location of any existing or proposed subdivision and land development.
 - (5) The location of all existing streets, drives and other accessways.
 - (6) The location of any existing bodies of water or watercourses, identified floodplain areas and floodway, and the flow of water, including direction and velocities.
 - C. Plans of all proposed buildings, structures and other improvements, drawn at suitable scale showing the following:
 - (1) The proposed lowest floor elevation of any proposed building based upon National Geodetic Vertical Datum of 1929.
 - (2) The elevation of the 100 year flood.
 - (3) If available, information concerning flood depths, pressures, velocities, impact and uplift forces and other factors associated with a 100 year flood.
 - (4) Detailed information concerning any proposed flood proofing measures.
 - D. The following data and documentation:
 - (1) When any part of a proposed structure or a substantial improvement to an existing structure is to be built below the elevation of the 100 year flood, the applicant must submit a document, certified by a registered professional engineer or architect; which states that the proposed construction has been adequately designed to withstand the 100

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year flood elevations, pressures, velocities, impact and uplift forces associated with the 100 year flood. Such statement shall include a description of the type and extent of flood proofing measures which have been incorporated into the design of the structure and/or the development.

- (2) Detailed information needed to determine compliance with §113(1), "Storage," and §405, "Development Which May Endanger Human Life," including:
 - (a) The amount, location and purpose of any materials or substances referred to in §§113(I) and 405, which are intended to be used, produced, stored or otherwise maintained on site.
 - (b) A description of the safeguards incorporated into the design of the proposed structure to prevent leaks or spills of the dangerous materials or substances listed in §613 during a 100 year flood.
- (3) The appropriate component of the Department of Environmental Protection's "Planning Module for Land Development." [Ord. 1999-1]
- (4) Where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection, to implement and maintain erosion and sedimentation control. [Ord. 1999-1]
- 3. Applicants for special permits shall provide five copies of the following items:
 - A. A written request including a completed building permit application form.
 - B. A small scale map showing the vicinity in which the proposed site is located.
 - C. A plan of the entire site, clearly and legibly drawn at a scale of one inch being equal to 100 feet or less, showing the following:
 - (1) North arrow, scale and date.
 - (2) Topography based upon the National Geodetic Vertical Datum of 1929, showing existing and proposed contours at intervals of two feet.
 - (3) All property and lot lines including dimensions, and the size of the site expressed in acres or square feet.
 - (4) The location of all existing streets, drives, other accessways and parking areas, with information concerning widths, pavement types and construction, and elevations.

- (5) The location of any existing bodies of water or watercourses, buildings, structures and other public or private facilities, including railroad tracks and facilities, and any other natural and manmade features affecting, or affected by, the proposed activity or development.
- (6) The location of the floodplain boundary line, information and spot elevations concerning the 100 year flood elevations, and information concerning the flow of water including direction and velocities.
- (7) The location of all proposed buildings, structures, utilities and any other improvements.
- (8) Any other information which the municipality considers necessary for adequate review of the application.
- D. Plans of all proposed buildings, structures and other improvements, clearly and legibly drawn at suitable scale showing the following:
 - (1) Sufficiently detailed architectural or engineering drawings including floor plans, sections and exterior building elevations, as appropriate.
 - (2) For any proposed building, the elevation of the lowest floor (including basement) and, as required, the elevation of any other floor.
 - (3) Complete information concerning flood depths, pressures, velocities, impact and uplift forces, and other factors associated with the 100 year flood.
 - (4) Detailed information concerning any proposed flood proofing measures.
 - (5) Cross-section drawings for all proposed streets, drives, other accessways and parking areas, showing all rights-of-way and pavement widths.
 - (6) Profile drawings for all proposed streets, drives and vehicular accessways. including existing and proposed grades.
 - (7) Plans and profiles of all proposed sanitary and storm sewer systems, water supply systems, and any other utilities and facilities.
- E. The following data and documentation:
 - (1) Certification from the applicant that the site upon which the activity or development is proposed is an existing separate and single parcel, owned by the applicant or the client he represents.

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- (2) Certification from a registered professional engineer, architect or landscape architect that the proposed construction has been adequately designed to protect against damage from the 100 year flood.
- (3) A statement, certified by a registered professional engineer, architect, landscape architect or other qualified person which contains a complete and accurate description of the nature and extent of pollution that might possibly occur from the development during the course of a 100 year flood, including a statement concerning the affects such pollution may have on human life.
- (4) A statement certified by a registered professional engineer, architect or landscape architect, which contains a complete and accurate description of the affects the proposed development will have on 100 year flood elevations and flows.
- (5) A statement, certified by a registered professional engineer, architect or landscape architect, which contains a complete and accurate description of the kinds and amounts of any loose buoyant materials or debris that may possibly exist or be located on the site below the 100 year flood elevation and the effects such materials and debris may have on 100 year flood elevations and flows.
- (6) The appropriate component of the Department of Environmental Protection's "Planning Module for Land Development." [Ord. 1999-1]
- (7) Where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection to implement and maintain erosion and sedimentation control. [Ord. 1999-1]
- (8) Any other applicable permits such as, but not limited to, a permit for any activity regulated by the Department of Environmental Protection under §302 of Act 1978-166. [Ord. 1999-1]
- (9) An evacuation plan which fully explains the manner in which the site will be safely evacuated before or during the course of a 100 year flood.
- 4. If the proposed construction will be located within a floodplain district, a document certified by a registered professional engineer or architect that the flood proofing methods to be used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the regulatory flood. The Township Secretary shall maintain a record of such certificates including information on the elevation (in relation to mean sea level) of the level of the lowest habitable floor (including basement if habitable) of all new or substantially improved structures whether or not structures contain a basement, and the elevation (in relation to mean sea level) to which structures have been floodproofed. A copy of all plans for proposed development within floodplain dis-

tricts shall be submitted by the Code Enforcement Officer to the Huntingdon County Conservation District for review and comment prior to the issuance of a building permit. The recommendations of the Conservation District may be incorporated into the plan to provide for protection against predictable flood hazards. The Code Enforcement Officer shall conduct a review to see if all other necessary governmental permits have been obtained, such as those required by State and Federal law including Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C §1334 and Act 537, the Pennsylvania Sewerage Facilities Act. Other applicable permits shall be obtained prior to the issuance of a building permit. [Ord. 1999-1]

(Ord. 1985-4, 6/12/1985, §503; as amended by Ord. 1999-1, 6/14/1999)

§104. Issuance and Display of Permit.

1. The Code Enforcement Officer shall approve a building permit only after it has been determined that the proposed construction will be in conformance with all applicable requirements and regulations. The permit shall be issued by the Township Office.

[Ord. 1999-1]

2. The building permit shall be displayed at a prominent place in the vicinity of initial construction and prominently upon any building or structure, private garage, commercial or industrial building sufficiently completed so that the building permit may be displayed thereon. The building permit shall be so placed at the beginning of construction and shall continue to be displayed until construction is complete.

(Ord. 1985-4, 6/12/1985, §504; as amended by Ord. 1999-1, 6/14/1999)

§105. Permit Changes.

After the issuance of a building permit by the Township, no change of any kind shall be made to the application, permit or any of the plans, specifications or other documents submitted with the application without the written consent or approval of the Township.

(Ord. 1985-4, 6/12/1985, §505; as amended by Ord. 1999-1, 6/14/1999)

§106. Building Permit.

1. No excavation for the construction of a dwelling, private garage, commercial or industrial building to be erected or moved; and no excavation or construction altering or enlarging a dwelling, private garage, commercial or industrial building

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shall be begun until or unless the person excavating, constructing, erecting or moving the same shall have first obtained a permit therefor. Such permits shall be issued by the Code Enforcement Officer, providing the plot and plan accompanying the application for the building permit indicates that the construction, alteration or enlargement will conform with the requirements of this Part and other ordinances of the Township and that a sewage permit is obtained. The fee to be charged for said permit shall be in an amount as established, from time to time, by resolution of the Board of Supervisors. At the request of the Township, the applicant for the building permit shall make available for inspection by the Township all documents which relate to the cost of the project including, but not limited to, bid documents, estimates, contracts and/or any other documentation which project the actual costs of construction. If there is no cash contract price for labor materials, an estimate shall be based on the current market price for said labor and materials, or on other evidence which may be supplied by the applicant showing the actual cost the same. In the event construction, excavation or alteration exceeds the original estimated cost or the original contract cost, the property owner shall pay an additional fee to the Township at the conclusion of the project representing the amount the property owner would have paid had the original estimate or contract been the actual amount of the cost of construction, excavation or alteration. [Ord. 1999-1]

- 2. Each application for a building permit shall be accompanied by a plot in duplicate, showing the actual dimensions of the lot to be built upon, the size and location of the building to be erected, or in the case of a building already in existence which is being altered or enlarged, its present size and its contemplated size at the completion of the alteration or enlargement, and any other information necessary for the Code Enforcement Officer to determine whether or not the requirements of the Township will be satisfied. A file of such application and plots and plans together with a notation indicating whether or not a permit was issued therefor shall be kept in the office of the Code Enforcement Officer. [Ord. 1999-1]
- 3. After the issue of a permit for any construction as covered by this Part, and before any excavation or construction shall be begun, the permit for said construction shall be posted conspicuously at the front of said construction, and the permit shall remain posted until the construction is complete.
- 4. The lot area and dimensions shall conform to the Subdivision and Land Development and/or Zoning Ordinance of the Township.
- 5. The required setbacks in the Township Subdivision and Land Development and/or Zoning Ordinance shall prevail.

(Ord. 1985-4, 6/12/1985, §506; as amended by Ord. 1987-3, 8/12/1987, §1; by Ord. 1998-1, 1/5/1998, §1; and by Ord. 1999-1, 6/14/1999)

§107. Start of Construction.

Work on the proposed construction shall begin within six months after the date of issuance of the building permit or the permit shall expire unless a time extension is granted, in writing, by the Code Enforcement Officer. Construction shall be considered to have started with the first placement of permanent construction of the site, such as the pouring of slabs or footings or any work beyond the stage of excavation. For a structure without a basement or poured footings, the start of construction includes the first permanent framing or assembly of the structure or any part thereof on its pilings or foundation, or the affixing of any prefabricated structure or mobile home to its permanent site. Permanent construction does not include land preparation, land clearing, grading, filling; excavation for basement, footings, piers or foundations; erection of temporary forms; the installation of piling under proposed subsurface footings; or the installation of sewer, gas and water pipes, or electric or other service lines from the street.

(Ord. 1985-4, 6/12/1985, §507; as amended by Ord. 1999-1, 6/14/1999)

§108. Mobile Homes and Their Appurtenances.

- 1. All provisions of the Township Subdivision and Land Development Ordinance [Chapter 22] and appendices thereto shall apply to any mobile home used as a home or residence or for commercial purposes. All applicable provisions shall apply when the mobile home is located in an approved mobile home park.
- 2. The construction or alteration for any additions or any storage building used as an adjunct to or in conjunction with a mobile home used as a residence shall be subject to the provisions of this Part.

(Ord. 1985-4, 6/12/1985, §508)

§109. Hunting Cabins and Tourist Cabins.

- 1. Hunting cabins and cabins rented to tourists shall be subject to all of the provisions for dwellings as set forth in all Township ordinances.
- 2. A building permit shall be required for the construction, alteration or enlargement of a hunting or tourist cabin. See §106 of this Part.

(Ord. 1985-4, 6/12/1985, §509)

§110. Inspection and Revocation.

During the construction period, the Code Enforcement Officer or other authorized official may inspect the premises to determine that the work is progressing in compliance with the information provided on the permit application and with all applicable munici-

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pal laws and ordinances. In the event the Code Enforcement Officer discovers that the work does not comply with the permit application or any applicable laws and ordinances, or there has been a false statement or misrepresentation by any applicant, the Code Enforcement Officer shall revoke the building permit and report such fact to the Board of Supervisors of Smithfield Township for whatever action it considers necessary.

(Ord. 1985-4, 6/12/1985, §511; as amended by Ord. 1999-1, 6/14/1999)

§111. Penalties.

- 1. Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a district justice in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not less than \$10 nor more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each Section of this Part which shall be found to have been violated shall constitute a separate offense. [Ord. 1999-1]
- 2. In addition to the penalty set forth in subsection one above, the Township Supervisors are hereby authorized, or their properly appointed agents are hereby authorized, to issue stop, cease and desist orders, to any person, partnership or corporation, who or which shall violate any provision of this Part by the instituting of appropriate action or proceedings, at law or in equity, to enjoin any such person, partnership or corporation, from violating any of the provisions of this Part.

(Ord. 1985-4, 6/12/1985, §512; as amended by Ord. 1999-1, 6/14/1999)

§112. Special Provisions for Mobile Homes.

- 1. Anchoring Requirements. All new mobile homes and additions to existing mobile homes shall be anchored to prevent flotation, collapse and lateral movement by:
 - A. Providing over-the-top and frame ties at each of the four corners of the mobile home with one additional tie per side at an intermediate location for mobile homes less than 50 feet in length and two additional ties for mobile homes 50 feet or more in length.
 - B. Providing frame ties at each corner of the mobile homes with four additional ties per side at intermediate locations for mobile homes less than 50 feet in length and five additional ties per side for mobile homes 50 feet or more in length.

All components of the anchoring system must be capable of carrying a force of 4,800 pounds.

2. Other Site Requirements

- A. All individual mobile homes, new mobile home parks and mobile home subdivisions, expansion to existing mobile home parks and mobile home subdivisions where the repair, reconstruction or improvement of the streets, utilities and pads equals or exceeds 50% of the value of the streets, utilities and pads before the repair, reconstruction or improvement has commenced, shall be located and/or designed so that:
 - (1) Stands or lots are elevated on compacted fill or on pilings so that the lowest floor of the mobile home will be a minimum of 1 1/2 feet above the regulatory flood elevation.
 - (2) Adequate surface drainage and access for a hauler are provided.
 - (3) In instances when pilings are used, lots are large enough to permit steps, piling foundations are placed in stable soil no more than 10 feet apart and reinforcement is provided for pilings more than six feet above the ground level.
- B. An evacuation plan indicating alternate vehicular access and escape routes shall be filed with the Township Supervisors for mobile home parks and mobile home subdivisions located within the General Flood Conservation District (See Smithfield Township Zoning Ordinance [Chapter 27].)

(Ord. 1985-4, 6/12/1985, §514)

§113. Flood Damage Control Regulations.

In order to prevent excessive damage to buildings and structures due to conditions of flooding, the following restrictions shall apply to all new construction located within a Floodplain District:

- A. Basements and Lower Levels.
 - (1) The lowest floor (including basement) in all new residential structures shall be elevated to a height of 1 1/2 feet above the regulatory flood elevation.
 - (2) All substantial improvements to residential structures shall have the lowest floor (including basement) elevated to a height of 1 1/2 feet above the regulatory flood elevation.
 - (3) The lowest floor (including basement) in all new nonresidential structures shall be elevated or floodproofed to a height of 1 1/2 feet above the regulatory flood elevation.

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(4) All substantial improvements to nonresidential structures shall have the lowest floor (including basement) elevated or floodproofed to a height of 1 1/2 feet above the regulatory flood elevation.

B. Fill. If fill is used it shall:

- (1) Extend laterally 15 feet beyond the building line from all points.
- (2) Consist of soil or small rock materials only. Sanitary land fills shall not be permitted.
- (3) Be compacted to provide the necessary permeability and resistance to erosion, scouring and settling.
- (4) Be no steeper than one vertical to two horizontal, unless substantiating data justifying steeper slopes is submitted to and approved by the Code Enforcement Officer. [Ord. 1999-1]
- (5) Be used only to the extent to which it does not adversely affect adjacent properties.

Under no circumstances shall fill be placed within a floodway.

C. Placement of Buildings and Structures. All buildings and structures shall be constructed and placed on the lot so as to offer the minimum obstruction to the flow of water and shall be designed to have a minimum effect upon the flow and height of flood water.

D. Anchoring.

- (1) All buildings and structures shall be fully anchored in accordance with accepted engineering practices to prevent flotation.
- (2) All air ducts, large pipes and storage tanks located at or below the lower floor level shall be firmly anchored to prevent flotation.

E. Floors, Walls and Ceilings.

- (1) Wood flooring used at or below 1 1/2 feet above the regulatory flood elevation shall be installed to accommodate a lateral expansion of the flooring, perpendicular to the flooring grain, without incurring structural damage to the building.
- (2) Plywood used at or below 1 1/2 feet above the regulatory flood elevation shall be of any "exterior" or "marine" grade and of a water resistant or waterproof variety.

- (3) Basement ceilings in nonresidential structures below 1 1/2 feet above the regulatory flood elevation shall have sufficient wet strength and be so installed as to survive inundation.
- (4) Window frames, door frames and door jambs used at or below 1 1/2 feet above the regulatory flood elevation shall be made of metal.

F. Electrical Systems.

- (1) All electric water heaters, electric furnaces, electric air conditioning and ventilating systems, and other critical electrical installations shall be permitted only at elevations of 1 1/2 feet or more above the regulatory flood elevation.
- (2) No electrical distribution panels shall be allowed at an elevation less than three feet above the level of the regulatory flood elevation.
- (3) Separate electrical circuits shall serve lower levels and shall be dropped from above.

G. Plumbing.

- (1) Water heaters, furnaces and other critical mechanical installations shall be permitted only at elevations of 1 1/2 feet or more above the regulatory flood elevation.
- (2) Water supply systems and sanitary sewage systems shall be designed to preclude infiltration of flood waters into the systems and discharges from the system into flood waters.
- (3) All gas and oil supply systems shall be designed to preclude the infiltration of flood waters into the systems and discharges from the systems into flood waters. Additional provisions shall be made for the drainage of these systems in the event that flood water infiltration occurs.

H. Paints and Adhesives.

- (1) Adhesive used at or below 1 1/2 feet above the regulatory flood elevation shall have a bonding strength that is unaffected by inundation.
- (2) Doors and all wood trim at or below 1 1/2 feet above the regulatory flood elevation shall be sealed with a waterproof paint or similar product.
- (3) Paints or other finishes used at or below 1 1/2 feet above the regulatory flood elevation shall be capable of surviving inundation.

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I. Storage. No materials that are buoyant, flammable, explosive or in time of flooding, could be injurious to human, animal or plant life, shall be stored below an elevation one foot above the regulatory flood elevation.

(Ord. 1985-4, 6/12/1985, §515; as amended by Ord. 1999-1, 6/14/1999)

PART 2

HOUSE NUMBERS

§201. Address Required for New Structures and Mobile Homes.

- 1. All persons, partnerships, businesses or corporations and other legal entities constructing new structures or locating or relocating mobile homes in the Township shall obtain a 911 address notification form or serial number from the addressing agency prior to obtaining a building permit.
- 2. No utility company operating in the Township shall furnish its utility services to any new structure or mobile home, including a mobile home that is moved from one location to another, until it has been issued a valid address and either issued an address notification form or provided with the 911 address from the address notification form as issued by addressing agency. The subscriber will be required to provide proof that an address notification form has been obtained or that a proper address has been issued. Proof shall consist of providing the assigned street and structure number and the serial number of the address notification form issued by the addressing agency.
- 3. Applicants shall apply for the address notification form from the addressing agency. Application may be made in writing to the addressing agency. The addressing agency shall furnish the applicant with sufficient copies of the address notification form necessary to present to the utility companies and the United States Postal Service, if requested by said utilities and Postal Service. When a request is made for an address, the approximate location will be obtained from the resident or applicant along with any identifying structures or landmarks which may help located the structure or property requiring the address.
- 4. The addressing agency shall issue an address and assign a serial number as soon as is practically possible after completion of a written address application. The addressing agency shall maintain a record of all addresses issued.

(Ord. 2004-4, 6/14/2004, §1)

§202. Posting of Designated Address Numbers.

- 1. The owner or occupant or person in charge of any house, building, mobile home or other structure to which an address has been assigned shall:
 - A. Within 30 days after the receipt or notification of such number, affix the number in a conspicuous place.
 - B. Remove any different number which might be mistaken for or confused with the assigned 911 address.

- C. Each principal building or structure shall display the number assigned to the frontage on which the front entrance is located. In case the principal building or structure is occupied by more than one business, use or dwelling unit, each separate front entrance shall display a separate number. Where suite or lot numbers are assigned, the suite or lot number shall also be displayed in the same manner as the house number.
- D. Numerals indicating the 911 address assigned to each principal building, or each front entrance to such building, shall be posted in a manner as to be legible and distinguishable from the street or road on which the property is located, with numbers painted or applied, of not less than three inches in height.
- E. Mail boxes shall be marked with the 911 address.
- F. If the structure is not visible from the street or road on which it is located, and no mail box is beside the driveway leading to the structure, a sign or number post shall be erected which will allow the numbers to be displayed either vertically from the top down or horizontally.

(Ord. 2004-4, 6/14/2004, §2)

§203. Violations.

- 1. Any violation of this Part shall be noted by the Smithfield Township Supervisors or their designee, and notice of the violation shall be sent to the property owner who is violating this Part by certified mail.
- 2. If the property owner violating this Part shall fail to correct the violation within 30 days of the notice, the failure to correct the violation shall result in prosecution and a fine of not less than \$100 nor more than \$300.

(Ord. 2004-4, 6/14/2004, §3)

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