



**Uniform Construction Code Appeals Board**  
**APPLICATION OF APPEAL**

**Instructions**

All Pennsylvania Uniform Construction Code appeals for participating Beaver County Regional Council of Governments (BCRCOG) municipalities must be submitted to:

BCRCOG UCC Appeals Board  
P.O. Box 51  
Monaca PA 15061

The attached form must be completed and returned with supporting documents **no less than 10 days** ahead of appeal hearing date established by the Appeals Board. Improperly completed forms will be returned to the applicant; please consult with your Building Code Official for the code(s) and version(s) applicable to your appeal.

Complete the attached form as follows:

1. Applicant, Property Owner and Property Location information.
2. ICC Code for which the appeal is requested. Attach a copy of the municipality's written denial and a copy of the Code/Section from which relief is requested. Check the appropriate ICC Code and provide the Code Section in the space provided.
3. Reason for Appeal. The Pennsylvania Uniform Construction Code Act contains justifications for appeal as follows:
  - a. The true intent of the Act/Code was incorrectly interpreted.
  - b. The provisions of the Act do not apply.
  - c. An equivalent form of construction will be used.
  - d. Request for variance or modification.
  - e. Request for an extension of time.
4. Supporting documentation. Provide a complete list of attached plans, denial action, applicable Code section/s, testimony, etc.
5. Certification. Must be completed with Notary signature and seal.
6. Witness Registration, to be completed at the hearing. The hearing format provides for witnesses and/or counsel as deemed required by the applicant. All who present information will testify under oath during the proceedings. The BCRCOG Appeals Board may have Counsel present and will provide a stenographer for the hearing, whose transcript will be the official document of the Hearing and used as evidence in any future court hearing, if one would occur.

**Fee**

Under the International Construction Code, a fee of \$750.00 is due for Residential and Non-Residential Appeals. A check payable to "Beaver County Regional COG" must be included with the appeal application.

Please provide application and all supporting documentation in one (1) hard copy, plus electronic copy, no larger than 8.5" x 11". If electronic copy is not available, please provide eight (8) additional hard copies of all documentation.

**APPLICATION FOR APPEAL**

**APPLICANT**

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

Company: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

Relationship to Property Owner: \_\_\_\_\_

**PROPERTY OWNER**

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

Company: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

**PROPERTY LOCATION**

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

Municipality: \_\_\_\_\_

----- **FOR OFFICE USE ONLY** -----

Date submitted: \_\_\_\_\_ Fee enclosed: \_\_\_\_\_ Appeal date: \_\_\_\_\_

Received by: \_\_\_\_\_

CODE

Provide code section for which appeal is requested and attach copy of code text.

*International Building Code* \_\_\_\_\_

*International Residential Code* \_\_\_\_\_

*International Existing Building Code* \_\_\_\_\_

*International Fire Code* \_\_\_\_\_

*International Mechanical Code* \_\_\_\_\_

*International Plumbing Code* \_\_\_\_\_

*International Fuel Gas Code* \_\_\_\_\_

*International Energy Conservation Code* \_\_\_\_\_

*International Urban-Wildland Interface Code* \_\_\_\_\_

*International Electrical Code* \_\_\_\_\_

*Uniform Construction Code Amendment* \_\_\_\_\_

REASON FOR APPEAL

\_\_\_\_\_ The true intent of the Act or Code was incorrectly interpreted.

\_\_\_\_\_ The provisions of the Act do not apply.

\_\_\_\_\_ An equivalent form of construction is to be used.

\_\_\_\_\_ Request variance/modification.

\_\_\_\_\_ Request extension of time.

RELIEF REQUESTED: \_\_\_\_\_

\_\_\_\_\_

SUPPORTING DOCUMENTATION (attached as separate sheets): \_\_\_\_\_

\_\_\_\_\_

**CERTIFICATION PAGE**

Please use one sheet per code appeal

I, \_\_\_\_\_, hereby attest that the attached information is true and accurate for the property located at \_\_\_\_\_.

\_\_\_\_\_  
*(Signature of Applicant)*

\_\_\_\_\_  
*(Print Name & Title)*

SWORN and SUBSCRIBED before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Notary Public*

My commission expires: \_\_\_\_\_

*I hereby authorize the Beaver County Regional Council of Governments UCC Appeals Board members and other municipal officials to view and inspect the property which is the subject of this application at any time during the pendency of the application and construction related thereto.*

\_\_\_\_\_ Signature of Applicant

\_\_\_\_\_ Signature of Property Owner

**WITNESS REGISTRATION PAGE**

*(Use multiple sheets as necessary)*

Applicant: \_\_\_\_\_

1.

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

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Relationship to Applicant (circle one):

Architect      Engineer      Contractor      Lawyer      Other \_\_\_\_\_

2.

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

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Relationship to Applicant (circle one):

Architect      Engineer      Contractor      Lawyer      Other \_\_\_\_\_

3.

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

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Relationship to Applicant (circle one):

Architect      Engineer      Contractor      Lawyer      Other \_\_\_\_\_