

# OFFICE OF CODE ENFORCEMENT & FIRE MARSHAL

BOROUGH OF BELLEVUE  
537 Bayne Avenue Pittsburgh, PA 15202  
Phone: (412) 766-7453  
Fax: (412) 766-5930

---

## PERMIT REQUIREMENTS – Unenclosed Porches

### APPLICATION:

A completed Building Permit application shall be submitted along with a survey of the property for all unenclosed porches, regardless of size. For porches more than 30-inches in height, measured from finish grade to finished porch surface, shall require submittal of construction drawings. Construction drawings need to include footer depth, framing, railing specifications as well as how the porch will be attached to the dwelling. Your construction drawings will be reviewed by Building Inspection Underwriters (BIU).

### SURVEY:

Survey plan of property needs to have the porch location drawn on it as well as the setbacks from the rear and side property lines noted. The minimum setbacks, which must be adhered to, are:

R-L Zoning District:	<u>Rear</u>	No more than 20' so long as a minimum of 5' from rear lot line
	<u>Side</u>	No more than 3' into side yard
	<u>Front</u>	No more than 3' into front yard
R-M Zoning District:	<u>Rear</u>	No more than 20' so long as a minimum of 5' from rear lot line
	<u>Side</u>	No more than 3' into front yard
	<u>Front</u>	No more than 3' into front yard
R-H Zoning District:	<u>Rear</u>	No more than 20' so long as a minimum of 5' from rear lot line
	<u>Side</u>	No more than 3' into front yard
	<u>Front</u>	No more than 3' into front yard

### FEE:

There is a \$20 application fee. If a porch does not require construction drawings the permit fee is \$25.00. If a porch requires construction drawings the permit fee is 1.5% of the estimated cost of construction. Fees can be paid by credit card over the phone or by check. Checks should be made payable to Bellevue Borough. All fees must be paid prior to the permit being issued.

### CERTIFICATE OF INSURANCE:

If using a builder, a Certificate of Insurance must be submitted from their insurance carrier verifying their coverage for workers' compensation. The builder's insurance carrier and policy number as well as Federal/State I.D. No. is also required for the application.

### REVIEW PROCESS:

The Building Code Official (BCO) shall review the application and survey to determine compliance with all building and zoning requirements. Upon satisfaction of the BCO that all requirements have been met, a permit will be issued, and the applicant notified. Please allow up to 10 days to complete the permit process.