



CODE ENFORCEMENT AGENCY
1633 Route 51, Suite 100, Jefferson Hills, PA 15025
1-866-410-4952 www.cea-code.com

COMMERCIAL ELECTRICAL APPLICATION PROCESS

Effective September 1, 2014, all Commercial Electrical permits issued by CEA will need to begin with an application submitted by an Architect, Engineer, Licensed Electrical Contractor, General Contractor or Electrician to the main office offices of CEA located at: 1633 Route 51, Jefferson Hills, PA 15025. Application for may be submitted electronically to:

electrical@cea-code.com.

The Commercial Application will be reviewed by CEA Electrical Department and upon approval an Electrical Placard will be issued by the Chief Electrical Inspector. This placard must remain in a visible area during all phases of electrical work or until “Final Inspection” is approved. Pennsylvania Uniform Construction Code (UCC) under Act 45 of 2004 permits up to **30** days for review and approval.

Any additional information requested by the Chief Electrical Inspector or Electrical Plans Examiner is the sole responsibility of the APPLICANT.

Any changes or change orders approved by the Architect or Engineer after a placard has been issued must be approved by the Chief Electrical Inspector or by the Electrical Plans Examiner prior to proceeding forward.

Payments due to CEA for Electrical Permit or Plans Examination are due PRIOR to the issuance of the placard. NO inspections or final inspection shall be made until permit fees are paid in full. All additional payments for change orders or additions to original application must also be paid in full prior to any request for “final inspection”. Online payments are subject to a 3% fee for processing. Check, money order or online payments are accepted.

All inspections requested of the Electrical Inspector must be submitted a minimum of 24 hours in advance of the request.

All cut card requests for power companies or certificate of electrical compliance requests must be submitted to CEA at least 5 days prior to any final inspection request.

Failure to comply with any portion of the Uniform Construction Code (UCC) or the current version of the NEC National Electrical Code may result in permit being suspended or withdrawn and the Building Code Official being notified for a “Stop Work Order” or Citation.

NOTE: Pennsylvania Uniform Construction Code –(PA UCC) has a \$4.50 fee on all permits issued in the Commonwealth.