

**SOUTH MIDDLETON TOWNSHIP**  
**Uniform Construction Code (UCC)**

**COMMERCIAL INSPECTION PROCEDURES**

**PLEASE NOTE:**      **APPROVED PLANS MUST BE ON-SITE**  
**FOR THE INSPECTOR TO REFERENCE**  
**WHILE DOING INSPECTIONS**

All applicable inspection procedures specified below must be adhered to:

1. **FOOTING INSPECTION:** Is to be performed after footing is dug with chairs and rods in place before concrete is poured. **The permit applicant is required to call requesting an inspection twenty-four (24) hours in advance of desired inspection date.**
2. **FOUNDATION INSPECTION:** Is to be performed before framing work begins or backfill is installed. Grease traps (if applicable), cleanouts, foundation and roof drains must be in place; foundation coating must be applied, anchor bolts and top plate shall be installed. Post-pour footing inspection work shall be conducted at this time and shall include verification of the depth of the footing, continuity of the footing, width of the footing, and determining if the top of the footing is level. **This inspection will also include the underground plumbing, underground electrical and underground mechanical inspections.** All underground plumbing, mechanical and electrical trenching must remain open and all piping, sleeves and/or conduit required for underground utilities shall be in place and provided with rodent-proofing. Note: The foundation may not be approved **until** the plumbing, electrical and mechanical underground work has been approved by South Middleton Township. **The permit holder is required to call twenty-four (24) hours in advance of desired inspection date.**
3. **UNDER-SLAB INSPECTION:** Is to be performed prior to the pouring of concrete and after the base course or sub-base is properly prepared, the vapor barrier (if required) is in place and reinforcing materials such as rebar or wire mesh is properly positioned. **Plumbing pressure test is required. The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**
4. **ELECTRICAL ROUGH-IN INSPECTION:** Is to be performed after the roof, framing, fire-blocking and bracing are in place and all wiring and other components to be concealed are complete. This inspection is required before the installation of wall or ceiling membranes. **The permit holder is required to call Walter J. Crider (Middle Dept. Inspection Agency) 717-580-9446 in advance of the desired inspection date or e-mail address is: [joecrider@mdia.us](mailto:joecrider@mdia.us). See last page for additional information.**
5. **PLUMBING ROUGH-IN INSPECTION:** Is to be performed after the roof, framing, fire-blocking, fire-stopping, draft-stopping and bracing are in place and all sanitary, storm and water distribution piping is roughed-in. This inspection is required before the installation of wall or ceiling membranes. **Plumbing pressure test is required. The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**
6. **MECHANICAL ROUGH-IN INSPECTION:** Is to be performed after the roof, framing, fire-blocking and bracing are in place and all ducting and other components to be concealed are complete. This inspection is required before the installation of wall or ceiling membranes. **The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**

7. **FRAMING / FIRESTOPPING INSPECTION:** Is to be performed before insulation is installed and after all rough-in work is complete on plumbing, electrical and mechanical systems. This inspection must be performed prior to the installation of any insulation material. Note: The framing may not be approved until the plumbing, electrical and mechanical rough-in work has been approved by South Middleton Township. All horizontal and vertical penetrations shall be sealed prior to the inspection. **The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date. It may also be possible to perform a framing inspection at the time of the last rough-in inspection if the final rough-in work is accepted by South Middleton Township.**
8. **INSULATION INSPECTION:** Is to be performed after the framing/firestopping work is approved by South Middleton Township and all insulation materials have been installed. This inspection is required before the installation of wall or ceiling membranes. **The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**
9. **WALL BOARD INSPECTION:** Is to be performed after all (if any) insulation is installed and approved and after the wall board is hung. Fasteners shall be exposed for inspection and adhesive used (if any) present on the job site. No taping or finishing shall be done prior to inspection. **The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**
10. **FIRE PROTECTION SYSTEMS INSPECTION:** Is to be performed after fire alarm systems and/or fire suppression systems are installed and functioning. South Middleton Township has the option to accept installation and test certificates from the installing contractor(s) in lieu of witnessing the testing of fire protection systems. **The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date.**
11. **FINAL ELECTRICAL INSPECTION:** Is to be performed after the electrical work in the building is complete. **The permit holder is required to call Walter J. Crider (Middle Dept. Inspection Agency) 717-580-9446 in advance of the desired inspection date or e-mail address is: joecrider@mdia.us. See last page for additional information.**
12. **FINAL ZONING INSPECTION:** Is to be performed before a Final Building Inspection is called for and after all items pertaining to the Zoning permit issued have been completed. These items include, but are not limited to:
  - a. Satisfactorily addressing all conditions of the zoning permit and/or any other zoning approvals.

**TOWNSHIP MUST BE CONTACTED DIRECTLY TO SCHEDULE THE FINAL ZONING INSPECTION.**

13. **FINAL BUILDING INSPECTION:** Is to be performed after the final Zoning inspection and all items pertaining to the building permit have been completed. These items include, but are not limited to:
  - a. **General Building:**
    - Interior and exterior finish
    - Egress
    - Final grading
    - Site plan compliance
    - Roofing materials/flashing
    - Emergency lighting system
  - b. Electrical work – (shall be approved prior to SMT Final Inspection)
  - c. **Plumbing work**
  - d. **Mechanical work**
  - e. **Accessibility** (building and site per ANSI/IBC)

- f. **Fire protection systems** (including required fire-rated construction components)
- g. **Energy conservation**

The permit holder is required to call twenty-four (24) hours in advance of the desired inspection date. The Final Building Inspection may include the Electrical, Plumbing and Mechanical Inspections.

Please note that accessibility provisions and verification of compliance with the International Energy Conservation Code shall be inspected as part of other identified inspections.

14. **SIGNS** (other than those exempted in Section H101.2 of the International Building Code) are required to be inspected regarding their location, design and construction and must meet all applicable UCC requirements. **The permit holder is required to call twenty-four (24) hours in advance requesting an inspection when the sign has been erected. A final inspection of the sign will be made as soon as possible. If the sign erected is a ground sign, the permit holder must provide a written assurance that all structural work (including that which is invisible) conforms to all UCC requirements. (South Middleton Township zoning limitations are applicable for sign permits) Applicant must apply for Sign Permit prior to building review and inspection.**
15. **DEMOLITION WORK:** Contractors responsible for demolition work where an entire structure is razed will be required to submit a completed demolition application and follow all compliance responsibilities under other state or federal laws and regulations, including but not limited to: asbestos remediation, advanced notification to the PA Department of Environmental Protection and the US Environmental Protection Agency. Demolition work being performed on existing buildings as part of renovation work or the erection of an addition may be subject to inspection by South Middleton Township. Contractors must ensure that pedestrian protection measures have been installed prior to commencing demolition. Contractors may not negatively impact existing means of egress until alternative egress routes have been provided. **The permit holder is required to call twenty-four (24) hours in advance when demolition work has concluded and the lot has been restored to existing grade. An inspection will be made as soon as possible.**

**NO WORK MAY BE CONCEALED FROM VIEW, UNTIL SOUTH MIDDLETON TOWNSHIP HAS APPROVED IT. IF YOU HAVE ANY QUESTIONS ON WHETHER SOMETHING REQUIRES INSPECTION, PLEASE CALL THE BUILDING AND CODES DEPARTMENT @ (717)258-5324.**

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## Middle Department Inspection Agency, Inc.

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### Inspection Request Procedures

Dear Permit Holder/Applicant:

In order to better accommodate inspection requests and increase efficiency, I am now accepting inspection requests via email. Of course, telephone requests will still be accepted as usual.

Every effort will be made to accommodate your inspection request either via email or phone on the date you would prefer. However, if possible please schedule your inspections two (2) business days in advance of your requested date.

Your inspection will be scheduled as either AM 9:00-12:00 or PM 12:30-3:30

Requests via email should include:

Subject: Inspection Request

Body: Owner/Permit Holders Name  
Street Address, City  
Municipality (township, city, borough)  
Permit #  
Date Requested  
Type of Inspection requested  
*(I will try to accommodate all requests for a ½ hour call ahead. If you would like an advance call, please list your contact phone number/name).*

**Requests received via email prior to 4:00 pm will be confirmed by return email within the same day. Your request must be confirmed by me to ensure I received it.**

My email address is: [joecrider@mdia.us](mailto:joecrider@mdia.us)

Thank you,  
Joe Crider, MDIA