

HOW TO APPLY FOR PERMITS

Applicable Codes:

Commercial Construction

2015 International Building Code
2014 National Electrical Code
2015 International Energy Conservation Code
2015 International Existing Building Code
2015 International Fire Code
2015 International Fuel Gas Code
2015 International Mechanical Code
2015 International Plumbing Code
2009 International Performance Code for Buildings and Facilities
2015 International Urban-Wildland Interface Code
2015 International Building Code Chapter 11 and all other accessibility requirements found in other chapters of the International Building Code 2015
Appendix E (Supplementary Accessibility Requirements) of the International Building Code 2015
Appendix H (Signs) of the International Building Code 2009
ICC/ANSI A117.1-2009 Accessible and Useable Buildings and Facilities Standard
2015 Swimming Pool and Spa Code

Residential Construction

International Residential Code for One and Two Family Dwellings 2015
2015 Swimming Pool and Spa Code

The following information shall accompany the application when filing for a permit: **For Commercial Construction, please fill out a Commercial Building Application Package, for Residential continue below.**

NEW RESIDENTIAL CONSTRUCTION, ADDITIONS AND ALTERATIONS:

1. Permit application shall be completed and signed.
2. Copy of Contractor's Insurance Liability.
3. Two (2) sets of **LEGIBLE** building plans including the following:
 - a. Foundation Plans – Size/Type Foundation
 - (1) Radon pipe location
 - (2) Sump pump location
 - (3) Beam location, size and composition
 - (4) Column location and size
 - (5) Crawl space access, where applicable
 - (6) Location of heat source and water heater
 - (7) Means of egress from basement
 - b. Cross section details (Footer depth 36" deep on **all** structures)

- c. Floor plans
 - (1) Engineered floor system plans
 - (2) Structural members: size, span, species, grade
- d. Door and window schedule – with manufacturer, size, type, and u-values
- e. Specification list
- f. Truss plan, if using trusses – stamped approved
- g. Smoke detector location (carbon monoxide detectors when gas is used)
- h. Attic access location
- i. Copy of manufacturer specs for gas fireplace
- j. Complete deck plans

4. Two (2) sets of energy design criteria (which compliance path used)

- _____ PA-Alternative
- _____ International Residential Code, Chapter 11
- _____ International Energy Conservation Code

- a. Window and door schedules showing U-value
- b. Window area calculation, if using International Residential Code, Chapter 11
- c. Typical cross section showing insulation values in basement, walls, floors, ceiling, etc.
- d. R-Value of material (insulation and duct work)
- e. Specifications
 - (1) All equipment efficiencies
 - (a) Furnace
 - (b) Air Conditioner
 - (c) Hot Water Heater

5. All electrical plans must be stamped approved by MDIA prior to permit submittal.

6. Completed plumbing plan, including the following:

- a. Plan showing overall fixture layout
- b. Size of waste and vent piping per fixture
- c. Specify type of piping

7. Septic and Well and/or Sewer and Water Permit

8. Site Plan, including the following:

- a. Location of structures, giving dimension from all property lines or right-of-ways
- b. Driveway location
- c. Location of well and septic system
- d. On-Lot Stormwater Management (grading plan)
- e. Location of required street trees or pole light.
- f. Location of silt fence

8. Driveway Permit, PennDOT or Township (application)

9. Set of sprinkler plans, with complete code analysis, where required, or where sprinklers are voluntarily installed.

10. New or replacement dwellings, additions, decks, porches, patios, fences, sheds, and swimming pools require a **ZONING PERMIT**.

ALTERATIONS: Refer to New Construction Criteria

MOBILE HOMES:

1. Permit application shall be completed and signed.
2. Site plan showing setbacks (distance from property lines).
3. Certified State Certificate from the Installer.
4. Foundation plan.
5. Completed and signed MDIA Electrical Application.

STORAGE SHEDS:

1. Zoning permit application shall be completed and signed.
2. Size of proposed structure.
3. Site plan showing setbacks (distance from property lines).

FENCES:

1. Zoning permit application shall be completed and signed.
2. Site plan showing placement of the fence.
3. Total lineal feet of fence.

NOTE: Fences shall not exceed four (4) feet in height in the front yard; six (6) feet in height in the side or rear yards; and eight (8) feet in height within the buildable area of the lot. There are some exceptions.

PRIVATE POOLS (In-Ground and Above-Ground): Must comply with 2015 Swimming Pool and Spa Code

1. Permit application shall be completed and signed.
2. Site plan, showing the following:
 - a. Location of pool giving dimensions from all property lines
 - b. Placement of fence including gates
 - c. Location of septic system
3. Electrical permit application is required (bonding and wiring).
4. Include pool specifications for In-ground pools.
5. Include fence plan with detail of gate and latch requirements to meet code.

NOTES:

1. Setbacks:
 - a. All pools – minimum twenty (20) feet from rear and side yards.
2. Pools shall be completely surrounded by a fence or wall not less than four (4) feet in height.
3. Pedestrian gates shall open outward away from the pool and shall be self-closing and have a self-latching device or locking mechanism on the inside of the gate.

See attached sheets for typical illustrations of cross section detail, and site plan.

BUILDING PERMIT CHECKLIST FOR PLAN REVIEW

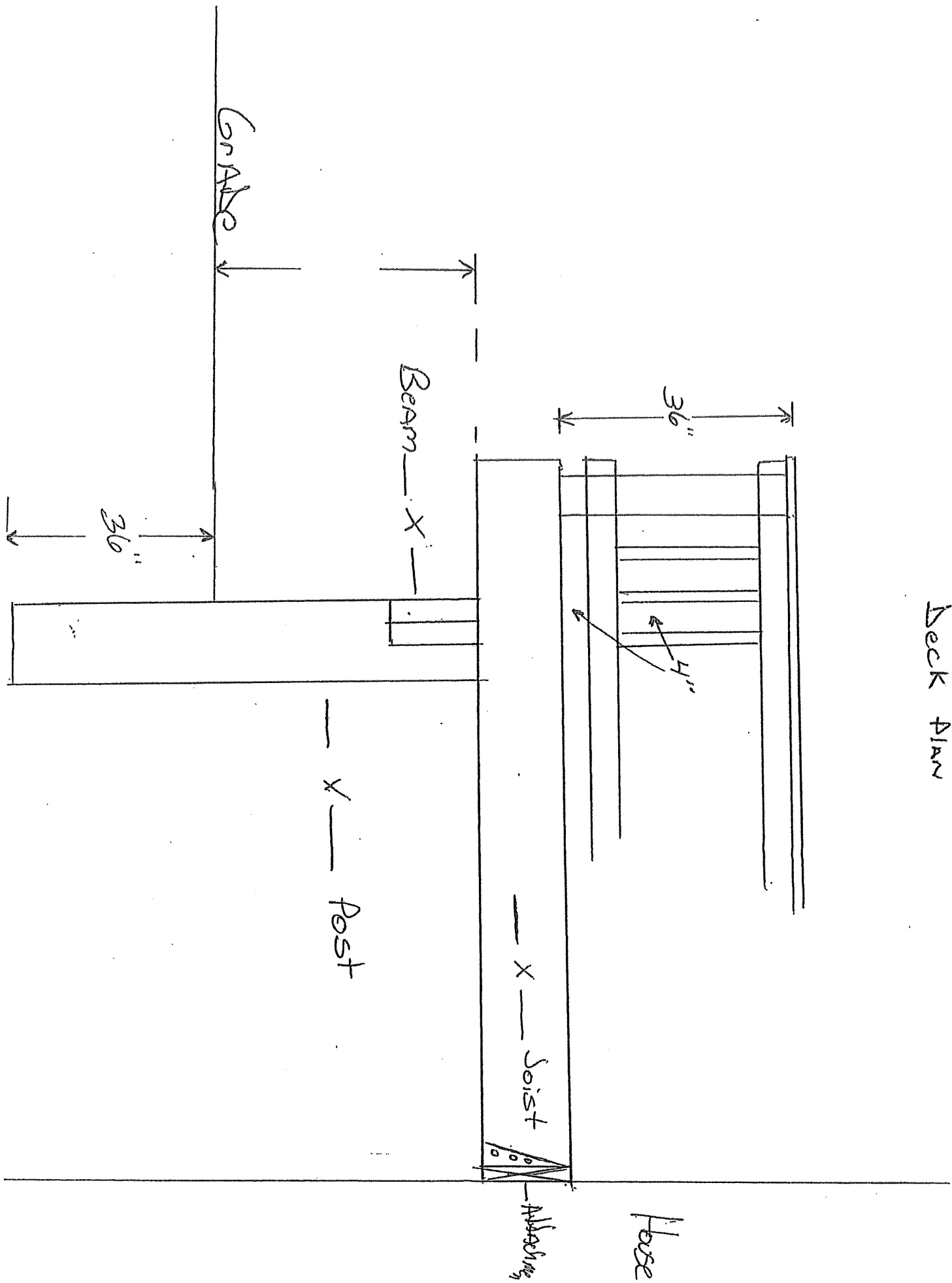
Address: _____

- | | |
|---|--|
| <ul style="list-style-type: none"><input type="checkbox"/> Foundation Plans show the following:<ul style="list-style-type: none">○ Random pipe & sump pit location○ Beam location, size, & composition○ Column location and size with footer dimensions○ Footer size○ Crawl space access where applicable○ Means of egress (for finished basement)○ Foundation type poured or other<input type="checkbox"/> Cross Section Details (footer depth 36" required)<ul style="list-style-type: none">○ Type of foundation walls Reinforcement noted○ Amount of unbalanced backfill and final grade indicated○ Foundation drains with proper cover○ Structural framing detail○ Stair details○ Water Resistive material behind siding<input type="checkbox"/> Floor Plans<ul style="list-style-type: none">○ Engineered floor system plans with seal <u>OR</u>○ Structural members: size, span, species<input type="checkbox"/> Plan showing plumbing fixture layout:
<u>Whirlpool Access</u><input type="checkbox"/> Door and window schedule manufacturer, size, type<input type="checkbox"/> Rafter size and span <u>OR</u> Truss plan with seal<input type="checkbox"/> Smoke detector location<input type="checkbox"/> Attic access location<input type="checkbox"/> Copy of manufacturer specs for gas fireplace<ul style="list-style-type: none">○ Does fireplace exhaust comply with appropriate code sections? | <ul style="list-style-type: none"><input type="checkbox"/> 5/8" drywall in garage with habitable space above<input type="checkbox"/> Habitable space in basement<ul style="list-style-type: none">○ If yes.... need emergency egress found in Sect. 310 of the current IRC.<input type="checkbox"/> Site plan including the following:<ul style="list-style-type: none">○ Location of all structures, giving dimensions from all property lines or setbacks○ Driveway location○ Location of well & septic system with distances shown (if applicable)○ Any projections into the setbacks? Check Zoning Ordinance Section 1600<input type="checkbox"/> Two sets of energy design criteria<ul style="list-style-type: none">○ PA Alternative○ International Residential Code Chapter 11○ International Energy Conservation Code<ul style="list-style-type: none">▪ Window & door schedules showing U value▪ Typical cross section showing insulation values in basement, walls, floors, ceiling, crawl space, etc.▪ R-Values of material (insulation & duct work)▪ Specifications<ul style="list-style-type: none">• Furnace• Air conditioner<input type="checkbox"/> Are there any air ducts in the exterior walls?<input type="checkbox"/> If there is conditioned space in basement What is the R-Value of walls and ceiling?<input type="checkbox"/> Walk out basement? How will floor be insulated to R-10? (slab on grade insulation)<input type="checkbox"/> Driveway Permit (for new dwellings) |
|---|--|

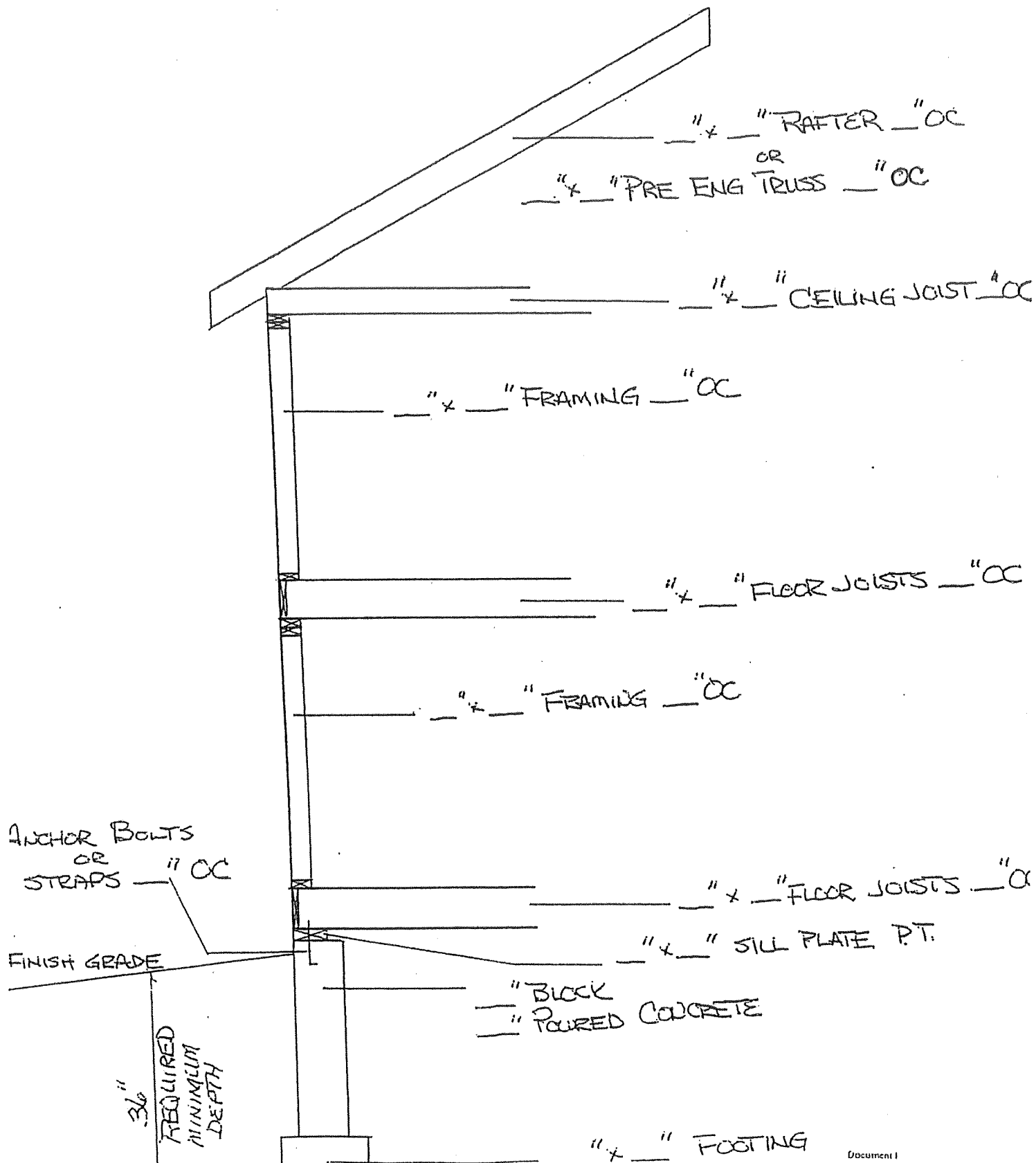
Signature

Date

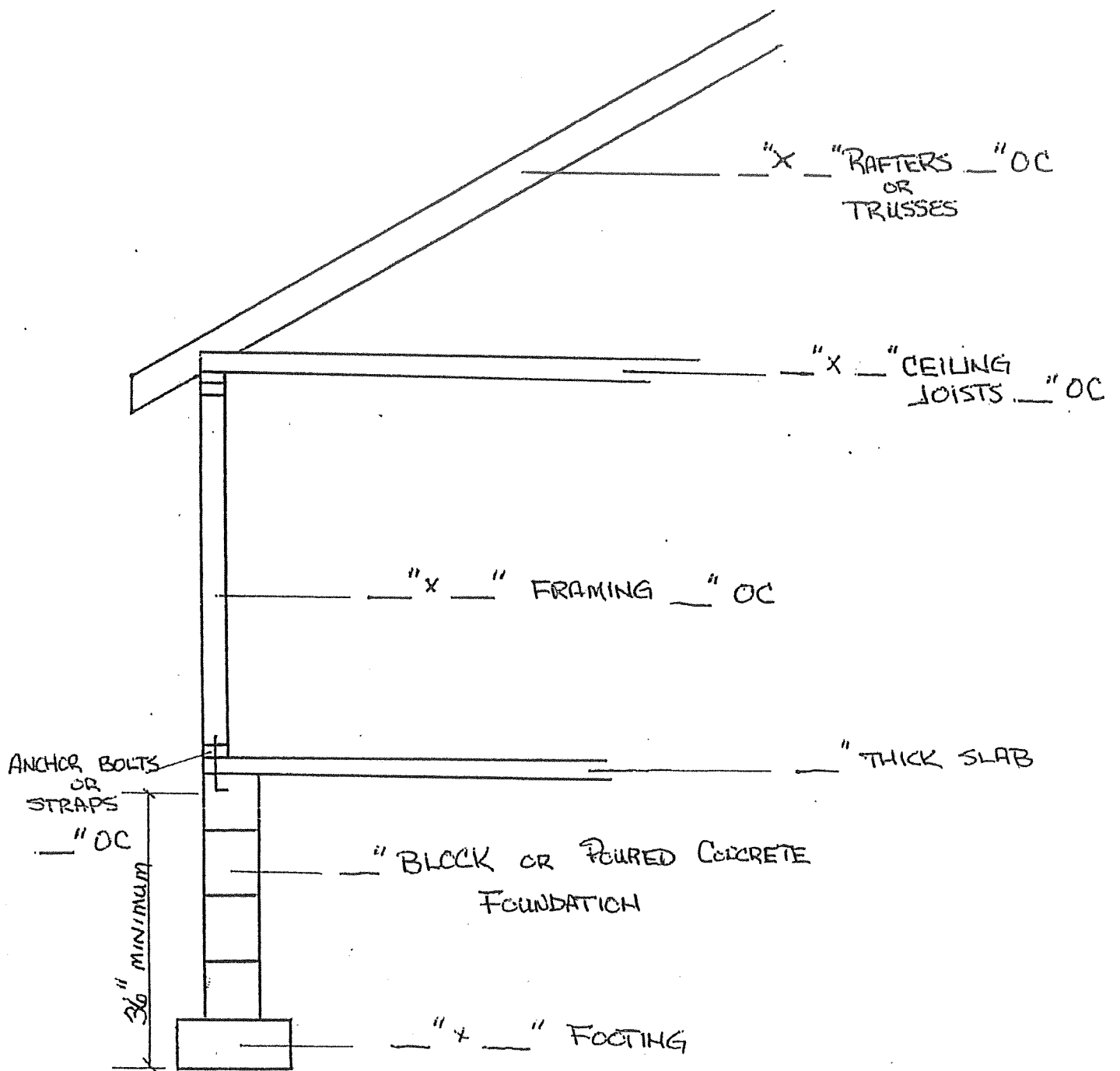
Deck Plan



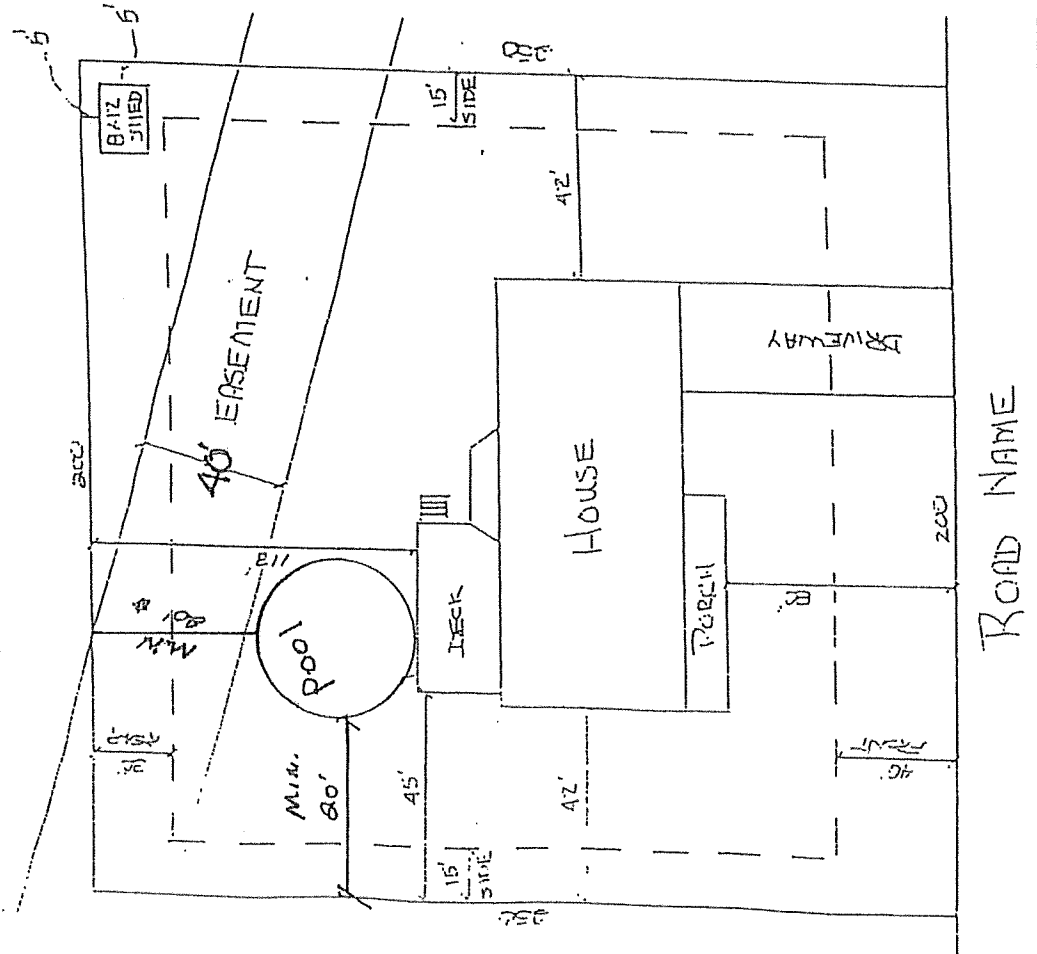
TYPICAL CROSS SECTION



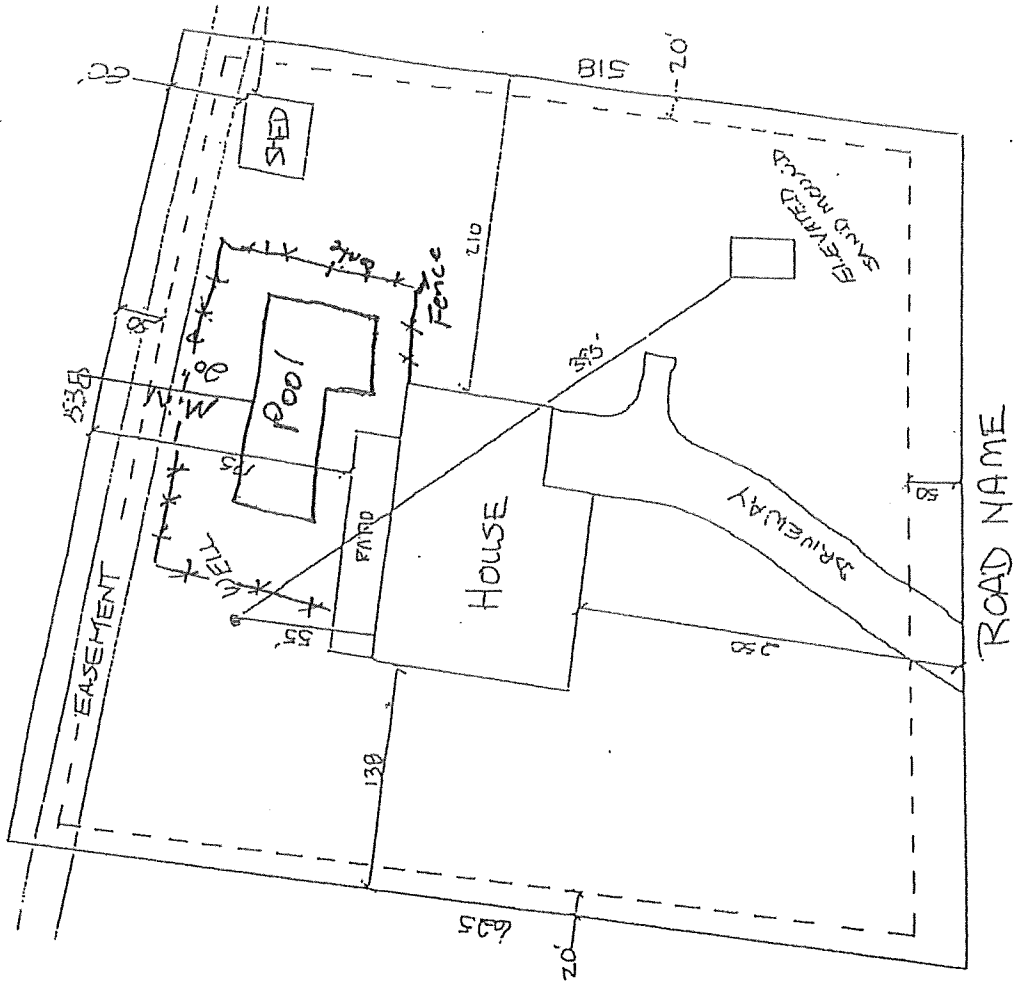
TYPICAL WALL SECTION SUNROOM or GARAGE



TYPICAL SITE or PLOT PLAN EXAMPLES

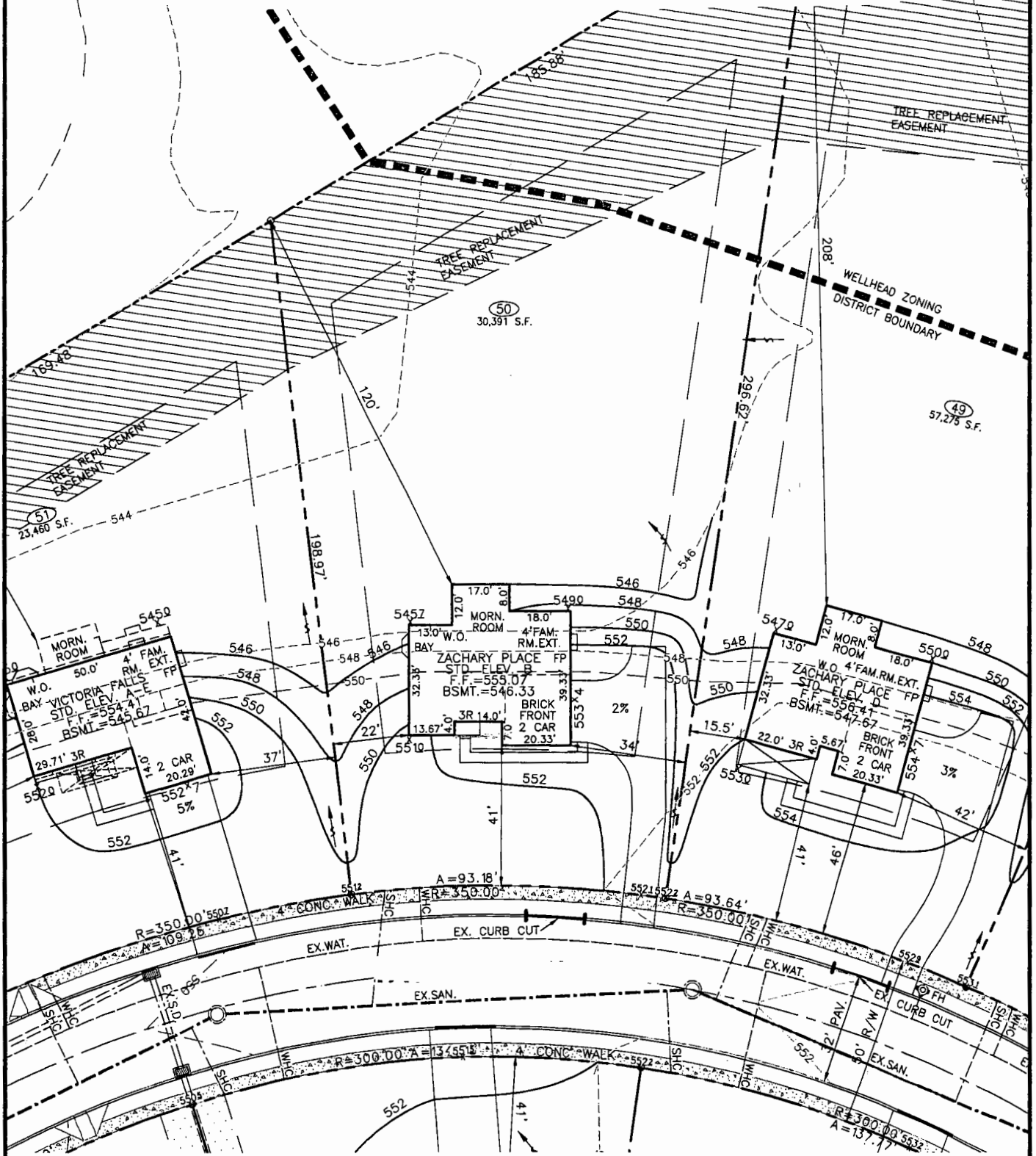


PUBLIC WATER and SEWER



PRIVATE WATER and SEWER

SAMPLE GRADING PLAN



NOTE: CURB CUT WILL NEED TO BE RELOCATED FOR SIDE ENTRY DRIVEWAY

EJECTOR REQUIRED TO SEWER BASEMENT.

SETBACKS:
FRONT: 40' MIN.
SIDE: 15' MIN.

AREA CALCULATIONS	
DRIVEWAY	1,166 SF
LEADWALK	137 SF
PUBLIC WALK	371 SF
SEED	9,880 SF
SOD	8,891 SF
WHC	51 LF
SHC	55 LF
HSE FACING	S.EAST

DIRT IMPORT REQUIRED: 75 YDS.±
DIRT EXPORT REQUIRED: 000 YDS.±

