

# TINICUM TOWNSHIP BUILDING PERMIT REQUIREMENT CHECKLIST

In order to expedite your permit application the following documentation may be required as a condition for approval:

\_\_\_ Completed Building Permit Application

\_\_\_ Completed Plumbing Permit Application

\_\_\_ Completed Plumbing Registration

\_\_\_ Completed HVAC Permit Application

\_\_\_ Completed Electrical Permit Application

\_\_\_ Completed Grading Permit Application

\_\_\_ Completed Contractor Registration

\_\_\_ New construction must comply with the International Energy Conservation Code

\_\_\_ Workers Compensation Form pursuant to the Worker's Compensation reform Act, P.A. 44. Homeowners are **NOT** considered contractors.

\_\_\_ Four (4) sets of Blueprints depicting scope of work. The plans must be sealed by a Registered Architect. The Building Official may waive the registered design professional seal if the work is of a minor nature.

\_\_\_ Three (3) Plot Plans indicating – Zoning requirements, Driveway, Utilities, etc.

\_\_\_ Three (3) Sets of Grading Plans demonstrating compliance with proper Stormwater Management, Erosion & Sediment Controls per the Township's Grading Ordinance.

\_\_\_ Road Opening Permit for new access to lot indicating clear sight triangle, distances, drainage swales.

## ***INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED***

This list does not preclude any other governmental approvals. When in doubt please contact the Building Inspector at (610)-521-3530.

## TINICUM TOWNSHIP

### **PROCEDURE FOR APPLICATION FOR A NON-RESIDENTIAL BUILDING PERMIT UNDER THE PARAMETERS OF ACT 45 THE UNIFORM CONSTRUCTION CODE/2003 INTERNATIONAL BUILDING CODE.**

Chapter 1, Section 112.0. Application for Permit, of the International Building Code requires the following documentation to be submitted:

The application shall be accompanied with the following plans and specifications:

ICC 106.1 Plans and Specifications: The application for the shall be accompanied by not less than (4) copies of specifications and of plans sealed by a registered design professional drawn to scale, with sufficient clarity and dimensions to show the nature of character of the work to be performed. The building official may waive the requirement for filing plans when the work involved is of a minor nature.

ICC 106.2 Site Plan: There shall also be a site plan showing to scale the size and location of all the new construction and all existing structure on the site, distances for lot lines, the established street grades and the proposed finished grade, and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition the plot plan shall show all construction to be demolished and the location and size of all existing structures and construction that are to remain on the site of plot. The building official is authorized to waive or modify the aforementioned requirements if warranted.

***All existing buildings must utilize Chapter 34 of the International Building Code or the Existing Building Code. All waivers from Accessibility requirements can only be approved by the Accessibility Advisory Board in Harrisburg. Forms are available upon request.***

No permit will be issued without the required plans and specifications being submitted and approved by the Township. Also, a permit will not be issued until the appropriate fees have been paid in accordance with Section 108. Fees shall be as established by the Township Commissioners currently in use at time of application.

***A use & occupancy permit will not be issued until the permit fees along with all inspection fees have been paid.***

**TINICUM TOWNSHIP**  
**PROCEDURE FOR APPLICATION FOR A RESIDENTIAL BUILDING PERMIT UNDER**  
**THE PARAMETERS OF ACT 45 THE UNIFORM CONSTRUCTION CODE/2003**  
**INTERNATIONAL RESIDENTIAL CODE**

Section R 105.3. Application for Permit, of the International Residential Code requires the following documentation to be submitted:

The application shall be accompanied with the following plans and specifications:

- IRC-R106- Plans and Specifications: The application for the permit shall be accompanied by not less than four (4) copies of specifications and of plans sealed by a registered design professional drawn to scale, with sufficient clarity and detail dimensions to show the nature of character of the work to be performed. The building official may waive the requirements of construction documents and/or the seal of a registered design professional when the work involved is of minor nature.
- IRC-R106.2 Site Plan: There shall also be a site plan showing to scale the size and location of all the new construction and all existing structures on the site, distances from lot lines. In the case of demolition the plot plan shall show all existing structures and construction that are to remain on the site of plot
- Zoning Permits and a site plan are required for detached accessory structures under 1000 square feet and decks less than 30 inches from finished grade are considered non-regulated structures. A Building Permit is not required.
- Numerous exemptions are provided under the Uniform Construction Code. Please contact the Building Inspector for clarification.

No permit will be issued without required plans and specifications being submitted. Also, a permit will not be issued until the appropriate fees have been paid in accordance with Section R108. Fees shall be as established by the Township Commissioners currently in use at time of application. A use & occupancy permit will not be issued until the permit fee along with all inspection fees has been paid.

**QUESTIONS? PLEASE CONTACT THE BUILDING OFFICIAL AT 610-521-3530**

***TINICUM TOWNSHIP***

***MANDATORY BUILDING INSPECTION STAGES***

1. Zoning Set – Back – Prior to excavation to determine the structure compliance with Zoning requirements.
2. Footing/Foundation – Prior to the placement of concrete after excavation is complete and all required reinforcement is in place. Pre-cast walls- prior to stone base.
3. Backfill - Before backfill is placed. Foundations waterproofing and footing drains are complete.
4. Pre close - Prior to the installation of insulation and drywall after all electrical wiring, plumbing, HVAC are complete. A pressure test is required on piping; rough Electrical Inspection is required.
5. Insulation/Thermal – Prior to issuance of drywall to assure compliance with the International Energy Conservation Code.
6. Final Inspection – Prior to issuance of Certificate of Occupancy. All construction work, grading and seeding, is complete. A Certified Electrical Inspection Agency requires final Electrical Inspection.
7. Certificate of Occupancy – A certificate of occupancy, indicating completion of the work for which a permit was issued, must be obtained prior to the occupancy of any structure.

***ALL SITE WORK, EROSION & SEDIMENTATION CONTROL; STORMWATER  
MANAGEMENT MUST BE INSPECTED BY THE TOWNSHIP ENGINEER.***

***IT IS THE CONTRACTOR'S RESPONSIBILITY TO SCHEDULE INSPECTIONS.***