



COMMERCIAL BUILDING PERMIT APPLICATION

1. PROPERTY INFORMATION

Municipality: _____ Parcel ID: _____

Site Address: _____ Proposed Use / Occupant: _____

2. APPLICANT

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

3. PROPERTY OWNER

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

4. CONTRACTOR / BUILDER

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

5. DESIGN PROFESSIONAL

Name: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

6. APPLICATION FOR (Check all that apply)

- Checkboxes for: New Building, Addition **, Repair, Remodel / Tenant Build-Out **, Fire Protection, Plumbing, Relocation, Electrical, Mechanical, Shell Only, Footing / Foundation Only, Site Work, Job Trailer, Accessibility, Other

** Include the existing or previous use group and floor plans

Description of proposed work:

Empty rectangular box for description of proposed work

6. ESTIMATED COST OF CONSTRUCTION (Verified with ICC Valuation Data)

Table with 2 columns: Category (Structural, Electrical, Plumbing, HVAC, Other, Total) and Amount (\$ _____)

7. BUILDING CODE INFORMATION

2015 International Code Council Building Code Series. Some modification have been made and can be found here. <http://www.dli.pa.gov/ucc/Pages/UCC-Codes.aspx>.

Energy Code Compliance Method 2019 IECC ASHRAE 90.1 COMCheck Total Bldg. Performance

8. BUILDING CHARACTERISTICS

a. Previous use group/s if applicable: _____

b. Use Group/s: (Check all that apply)

- A-1 A-2 A-3 A-4 A-5 B E F-1 F-2 H-1 H-2 H-3 H-4 H-5
- I-1 I-2 I-3 I-4 M R-1 R-2 R-3 R-4 S-1 S-2 U

c. Type of Construction:

- IA IB IIA IIB IIIA IIIB IV VA VB

d. Description:

Stories above grade: _____ Stories below grade: _____ Total Square Footage _____

Height of highest floor above lowest level of fire department vehicle access: _____

Roof height: (Flat / lowest point of peak roof) _____ Roof height (Parapet, Peak or highest point) _____

New floor area: (Total floor area of additions / remodel) _____ Not Applicable

Percentage of floor area of work: (For existing buildings with no change of Use Group) _____

e. Additional Systems

Is or will the building be equipped with a fire sprinkler system? Yes No

Is or will the building be equipped with a fire alarm system? Yes No

Will a commercial kitchen hood system be installed or replaced? Yes No

Additional code regulated systems not listed _____

9. SITE CHARACTERISTICS

Is the building in a flood plain? Yes No If yes, a copy of the flood hazard certificate must be provided

Is the project regulated by the healthcare facilities act? Yes No If yes, submit approval letter issued by the PA Department of Health

Is the project regulated or within a historic district? Yes No If yes the appropriate certificates and approvals must be provided

What fire department responds to this location? _____

I certify that I am the owner of the property or an authorized agent of the owner for which this application has been filed. I hereby certify that all statements contained above are, to the best of my knowledge, true and correct I further understand that I must comply with the provisions of all laws and ordinances as adopted by the Municipality and the Unified Construction Code of Pennsylvania.

Applicants Signature: _____ Date: _____

Received by: _____ Date: _____

Application No. _____

Permit Number _____

PLAN REVIEW CHECKLIST (COMMERCIAL)

(These items must accompany the application in order to obtain approval.)

ACCESSIBLE DESIGN IS TO BE IN ACCORDANCE WITH THE 2015 INTERNATIONAL BUILDING CODE CHAPTER 11 AND 2009 ICC A117.1 ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES:

SITE PLAN: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Size and location of all new construction and all existing structures on the site
- Show and identify all property lines, rights-of-way, easements and flood ways
- Distances of proposed work to lot lines
- Established street grades and the proposed finished grades
- Accessible curb cuts, ramps and access ways to the building
- Existing and proposed driveway entrances
- All required parking and loading spaces and calculations.
- All accessible parking spaces

FOOTING / FOUNDATION PLANS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Concrete / masonry specification sheet
- Special inspection requirements
- Preliminary soil analysis data from licensed engineer, if required
- Provide plan view of footing indicating locations of any changes in detail, grade beams, pilings, pads or other
- Provide footing schedule, required reinforcing and details of all specific parts thereof
- Show the established footing depth below grade and method of frost protection
- Show foundation plans indicating the proposed slab elevations and type of (i.e., mat foundation, caissons, spread footings, etc.)
- Provide any special details as required for foundation or building anchorage tie downs or other
- Indicate the thickness of the floor slab, size of reinforcing, slab elevations, insulation and sub straight preparation, vapor barrier
- PROVIDE A DETAIL OF THE LOCATION AND METHOD FOR ELECTRICAL GROUNDING TO REINFORCING STEEL

STRUCTURAL PLANS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Show beams, joists, girders, rafters, and/or truss layouts and details of connections, structural steel stud gage, size, and connections.
- Special inspection requirements
- Indicate the sizes and species of all wood members and their respective design strength
- Show all columns, girders, joists, purlins, beams and base plates; for wood construction show all headers
- Indicate the type of anchoring for steel bearing directly on masonry
- Indicate design dead and live, wind, snow, and seismic loads for floor areas, roofs, balconies, porches, breezeways, corridors, stairs, mezzanines and platforms. Show concentrated loads, i.e. file rooms, machinery and forklift areas, if greater than those shown on the Code Summary Sheet. Identify shear walls, bracing, strapping fastening, reinforcement and any special anchoring required
- Where applicable, indicate on roof framing plan where concentrated loads (mechanical equipment, cranes, etc.) will be placed

ARCHITECTURAL PLAN REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Front, rear and side elevations
- Floor plans
- Use group and use of each area or room, include floor area
- Means of egress plan
- Rated assembly details with design numbers
- Window, door and finish schedule
- Design loads and design calculations.
- Shop and prefabricated component drawings
- Wall, floor, roof and foundation sections
- Details, connections and material designation.

PLUMBING PLAN REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Isometric diagram of potable water supply system with fixtures, locations and WSFU values
- Isometric diagram of DWV system with fixtures, location and DFU values
- Hangers and supports
- Indirect waste piping
- Details of special devices: Backflow, grease trap, sewer pump, oil separator, and steam boiler
- Specifications for all fixtures, appliances, piping material and connections for all plumbing systems
- Design basis for sizing of potable water supply system
- Grease traps
- Material designations

ELECTRICAL PLAN REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Location of electrical devices: lighting, receptacles, switches, equipment, appliances, transformers, panels and subpanels
- Size, type and number of conductors in conduit and raceway
- Size and type of conduit and raceway
- Panel and subpanel schedule with load calculations
- Single line diagram
- Load calculations for service equipment
- Emergency lighting and exit signs
- Location of GFCI receptacles
- Size and demand of electrical appliances, equipment and devices
- Grounding and overcurrent protection systems.

HVAC PLAN REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Location and size of equipment
- Air distribution and return air system
- Ventilation and exhaust schedule(s)
- Duct detection system
- Combustion air
- Gas piping diagram
- Oil piping diagram
- Hydronic piping diagram
- Chimney system
- Vent system
- Design calculations
- Material designation.

ENERGY EFFICIENCY COMPLIANCE: [] N/A

Provide Prescriptive compliance legend or Alternative compliance worksheet (ComCheck) signed and sealed by a registered design professional licensed in PA showing compliance for:

- Envelope
- Mechanical
- Service water heating
- Interior lighting
- Exterior lighting

FIRE ALARM/DETECTION SYSTEM PLAN REVIEW REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Types of systems or services
- System signals and functions
- Monitoring
- Location of alarm initiating devices
- Types of alarm initiating circuits
- Primary and secondary power sources
- Wiring types and methods
- Manufacturers' specifications and installation instructions.

ALTERNATIVE EXTINGUISHING SYSTEM PLAN REVIEW REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Amount and type of agent in system
- Size, length and arrangement of piping
- Description and location of nozzles
- Location and function of detection devices
- Locations and function of operating devices
- Flow rates of nozzles
- Type of fire extinguisher(s)
- Material designation.

COMMERCIAL COOKING SYSTEM PLAN REVIEW REQUIREMENTS: [] N/A

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

Hood

- Canopy or non-canopy
- Material, gauge, joints welded, surface
- Exhaust CFM
- Make-up air
- Grease removal device, size accessibility and angle
- Clearances.

Duct Construction and Termination [] N/A

- Each independent system
- Material gauge and connection to hood
- Collection points
- Air velocity
- Cleanout location
- Penetration protection
- Termination of exhaust location and clearances
- Location of intake air

SPRINKLER/STANDPIPE PLAN REVIEW REQUIREMENTS:

Three (3) sets of plans and specifications signed and sealed by a registered design professional licensed in PA to include but not limited to:

- Water supply test results
- Make, type, location and orifice size of sprinkler heads
- Number of sprinkler heads on each riser per floor
- Total area protected by each system on each floor
- Total number of heads on each dry pipe, preaction, deluge or combination system
- Temperature rating and location of high-temperature sprinkler heads
- Make, type, model and size of alarm on dry-pipe valve
- Make, type, model and size of preaction or deluge valve
- Capacity of each dry-pipe system
- Type and location of alarm bells
- Type, location and methods of securing sprinkler system
- Control valves, check valves, drain pipes and test connections
- Pipe size, type and schedule
- Size and location of hose outlets and hose racks
- Supervision of valves and switches
- Signed and sealed calculations for hydraulically designed systems
- Material designation
- Fire department connection
- Classification of system(s)

(Please return the Plan Review Checklist with your building permit application.)