

Building Permit Submittals Requirements

For any Additions, Alterations and New Single Family Dwelling Construction

Permits Needed: Building, Plumbing (if applicable) and Mechanical.

Minimum Plan Review Requirements for filing a Building Permit Application:

Upper Gwynedd Township conforms to the Commonwealth Of Pennsylvania's (UCC) Uniform construction code which adopts the 2006 International Residential Code series.

Construction Documents: Plans needed (2 sets). Permit Submittals (drawings) will indicate the following information:

- **Zoning Code Review:** Provide a site (plot) plan drawing of property indicating the lot size, location of existing structure and the proposed footprint of new dwelling, addition and a deck. The site plan shall be drawn to an engineering or architectural scale. Provide all yard setback distances in (feet) measured from all lot lines to proposed structure. It's the applicant's responsibility to ask for their specific zoning districts area and yard setback distances.
- **Drawing Submittals:** Minimum scale of **1/8" per 1'-0" (feet)**, minimum drawing size of 8-1/2" x 11" paper, will accept legal, ledger (11' x 17'), CAD design or blue-line prints. No pencil sketch drawings will be accepted.
- **Foundation Plans:** Comprehensive layout of the foundation system. Design review of footings/foundation wall designs; specify design size; concrete mix strength (psi) & rebar size by # of reinforcing steel being used. Provide information on foundation wall coatings, exterior footing drains, sump pits, ACQ sill plate sizes, anchor bolt size (code dia -1/2" min.) specify bolt depth in inches and bolt layout design. Indicate final grade elevations to foundation wall design. Drawings will clearly identify crawl space locations; crawl ventilation; crawl access openings; vapor barrier construction or show an alternate basement foundation (concrete footings & wall) design.
- **Floor Plans:** Provide complete set of floor plans (each story) that show the proposed outside to outside dimensions of the addition / new dwelling. Provide construction details (sections) stating how the addition will be attached to existing structure, include any alterations (modifications) to existing structure. Code Plan review requires: room identification, floor areas (**length, width & height**) of all living spaces. Design layout of bedrooms, bathrooms, closets, kitchens, family, dining rooms, hallways and stairway design (stair tread width & stair riser sizes), handrail locations/height and guardrail locations/construction details. Drawings to layout (plot) all exterior window sizes (bedroom emergency egress size units), exterior entrance/exit doors and all interior door rough/finish opening sizes. Window glazing submittals (cut sheets) to verify the fenestration "**U-Factors**" energy performance ratings for windows, doors & skylights. The **2006 PA Alternate Energy Code & 2006 IRC Energy Code** set the maximum U-Factor rating of **0.40**. The applicant/builder will obtain this energy rating information from the window supplier or manufacturer. Window units and exterior doors must bear the **NFRC** label for framing & insulation inspections for on-site approval of the building envelope's energy efficiency.

- Structural Framing Plans:** List the identification of wood species and grade # for all load bearing dimension lumber. Drawings of every level (story) of floor, ceiling framing, roof framing & wall framing construction details. Show every window & door headers, their sizes and it's (o.c) spacing of floor, ceiling , roof joists and location of any structural beams. All engineered wood: I-joists, TJI's, manufactured columns, beams, ridge beams and any structural wood products will require a span & point load design calculations by the manufacture of product. List sub-flooring sheeting materials (type & thickness), wall and roof material sheeting material types as well. **2006 IRC Roof Rafter/Ceiling connections** (up-lift forces) for plate connections are rated @ 90 mph wind speed. Indicate locations of Simpson rafter or truss anchors.
- Use of roof trusses:** The permit applicant will provide manufacture's truss shop drawings (signed & sealed by engineer of record). List the identification of wood species and grade # for all load bearing dimension lumber. Roof framing plans will indicate ceiling rafter: size, spacing, span distance. Roof rafter size, o.c. spacing, span distance and roof pitch design. Drawings will show valley & hip rafter sizes, roof decking material (lumber grade and size) and type of roof covering finishes. Design of attic ventilation, attic access openings (min 22" x 30"), insulation materials with all R values clearly presented on construction drawings.
- Sectional Drawings:** Provide as many wall sections which will summarize how the structure will be constructed. Indicate on this drawing the insulation materials and their R-values for: slab on grade, crawl space fnd. walls, basement fnd. walls, floor framing, wall framing, ceiling framing or roof joists. Wall framing section/sections will identify exterior wall sheathing, wall finishes (type), both interior & exterior. Foundation wall section and footing design; concrete design psi values; corrosion resistant ACQ sill anchoring fasteners; provide finish grade elevations in inches (pitch) away from foundation walls of building. **2006 IRC Energy Code Building Envelope Minimum Requirements:** Ceilings R-38, Walls R-13, unheated Floors R-19, Basement Walls R-10@ 13' depth, Crawl Space Walls R-10, Grade Slab Design R-10 @ 2ft.depth both horizontal or vertical installation.
- Elevation Plans:** Provide relevant drawings, ceiling heights at each story, total building height of the structure, roof deck construction, roof covering, attic ventilation design, chimney height above highest roof elevation.
- Mechanical Plans:** provide plumbing plans and basic electrical plans showing layout of smoke alarms, ceiling lighting fixtures and wall switches for building code review.
- Obtain and Execute an Building Permit Application:** Provide all information asked for including the building contractor's information, property owner's information and all phone numbers (daytime or cellular). Application must be signed and dated to be accepted by the Township.
- PA State Worker's Compensation Insurance Form:** Shall be executed, notarized and signed by your building contractor. State law mandates the Township to enforce the workman compensation law.