

Tinicum Township

Bucks County

163 Municipal Road

Pipersville, PA 18947

Phone (610) 294-8076, (610) 294-9154, Fax (610) 294-9889

Building and Zoning Office

BUILDING PERMIT PROCEDURES

A Building Permit is required for all new construction, alterations and demolition within the township, including porches, patios, decks, swimming pools and sheds. Prior to starting any work the contractor must obtain the appropriate permits and forms from the township for the proposed project Please read all of the following information as it will help you to properly complete the building permit application.

BUILDING PERMIT APPLICATION FORM

General Information - Provide the application date and type of permit.

Part 1. Location of Building- Provide street address and complete all sections in full. (Parcel number and zoning district information is available from Tinicum Township) A detailed plot plan indicating the entire property and the location of the proposed construction must be provided with the Zoning Permit Application.

Part 2. Type and Cost of Building - Provide type of improvement, ownership, cost and proposed use. If proposed use is not specifically identified within the form, please note Item 17 and indicate use.

Part 3. Selected Characteristics of Building - Provide type of construction, principal type of heating fuel, type of mechanical, sewage disposal and water supply. Include dimensions of proposed structures, number of bedrooms proposed and number of parking spaces.

Part 4. Identification - Provide signature of applicant along with an address and a phone number where applicant can be reached during business hours. If work is being done by a contractor, please provide the name of the person responsible for performing the work and a phone number where that person can be reached during business hours. A Certificate of Insurance from each contractor working on the project verifying their Worker's Compensation coverage shall accompany each permit application.

Part 5 through 7 - To be completed by Township Officials.

PLEASE NOTE:

Individuals improving and/or developing a single lot, after sub-division has taken place, must execute a Professional Services Agreement with Tinicum Township to cover all miscellaneous costs incurred with their project. A Building Permit will not be issued without this agreement. For additional information regarding this and to acquire the appropriate forms please contact Tinicum Township at (215) 294-9154.

PLANS AND SPECIFICATIONS

The applicant must submit two (2) copies of all Plans and Specifications with each Building Permit Application in order for the Plan Reviewer to determine if the proposed construction complies with the existing Township building codes.

The Plans for Additions and New Construction shall include, but may not be limited to the following:

- A foundation plan indicating the dimensions of the proposed structure and foundation. The depth and width of the proposed footings, (Concrete footings to be a minimum of 36" below finished grade, a minimum of 8" thick, a minimum of 2500 psi concrete). Indicate the size and thickness and identify all materials used for foundation walls and provide information regarding the concrete flooring including all sub-grade materials and preparations.

- A floor plan for each proposed level indicating all interior layout and dimensions, including all bearing and all non-bearing partitions. Indicate all beams and supports which are being utilized including the materials, size, spacing and span. Include the size spacing, span and bridging for all floor joists being provided
- A roof plan indicating the size, spacing and span for all ceiling joists and the size, spacing, span and slope for all roof rafters. Indicate size of the ridge, the size and spacing of collar ties, and the type, thickness and R-factor of ceiling insulation. Provide information on all materials being utilized within the roof including sheathing, flashing, felt and shingles. Indicate all roof openings, including attic ventilation, valleys and connections which are to be provided.
- A wall section indicating all wall plates, stud sizing and spacing, type and placement of all rack bracing, details on facade materials, the clear span for all cantilever sections and any and all headers being provided above openings. Indicate the type, thickness and R-factor of all wall insulation.
- A cross section indicating foundation and all framing members, including all pre-engineered structural members (floor trusses or roof trusses) which are being utilized. Each type of pre-engineered structural member must have a truss certification, stamped by a *professional* engineer licensed in the Commonwealth of Pennsylvania, provided at the time of application.

Plans for pools shall include:

- Plans should indicate location of pool on the property, materials and reinforcing to be utilized for the pool construction. (A plot plan indicating location of pool and all the related equipment on the property must be provided with the Zoning Permit Application.)
- Temporary fencing (i.e. Orange safety fence or snow fencing) must be provided around excavation during construction operations.
- Details of permanent fencing n indicating locations of openings, height, and materials to be utilized and all other information needed to determine compliance with the applicable Zoning Ordinance requirements must be provided at the time of application.
- Permanent fencing must be complete in place prior to pool being filled.

Plans for sheds shall include:

- Information from manufacturer of prefabricated shed must be provided at the time of application. (Available from the shed supplier.)
- A plot plan indicating location of the shed on the property must be provided with the Zoning Permit Application.
- Plans should indicate size, height and materials being utilized for construction of shed.
- All sheds in excess of 100 square feet of floor area are to be provided with footings and anchors.

The application will be reviewed by the Township Code Enforcement Department for compliance with the Zoning Ordinance and any other applicable Ordinances of Tinicum Township, as well as the requirements of the BOCA National Building Code. If the proposed project does not comply in any way with the applicable Ordinances and or Codes, the applicant will be notified by phone and /or mail regarding the specific item or items which need to be addressed. **The Plan Reviewer may amend, correct and/or change minor items within the plans or specifications: it is the applicant's responsibility to build to these amended plans and specifications.**

The applicant will be notified when their building permit has been granted and when the permit can be picked up at the Township Administration Offices located at 163 Municipal Road. The yellow card portion of the Building Permit is to be displayed by the applicant so as to be visible from the street. **Work may not be started until the permit has been granted.**

INSPECTIONS

Inspections are necessary to insure that the work being done conforms to the approved plans and specifications and the applicable codes. **Inspections are to be scheduled with the Township office at least 48 hours in advance by calling (610) 295-9154.** Notification for inspections at the various stages of construction is the responsibility of the applicant and/or contractor. **All uninspected work will not be granted approval by the Township Code Enforcement Department.**

The required inspections include, but may not be limited, to the following:

- **New Construction (New Houses and additions)**

Footings: (Scheduled after excavation and prior to placement of concrete for footings.)

Foundation: (Scheduled after wall forms are in place and prior to placement of concrete for walls.)

Backfill: (Scheduled after foundation is waterproofed and prior to backfilling.)

Slab: (Scheduled after sub-grade preparation and prior to placement of concrete for slab.)

Rough Frame/Rough Plumbing: (Scheduled after all structural and framing members, along with all water supply, waste lines and venting, are in place and prior to placement of any insulation or fixtures. Rough electrical inspection and approval by underwriting agency must be obtained prior to the Rough Frame/Rough Plumbing inspection being performed.)

Insulation: (Scheduled after insulation is in place and prior to wall finish being installed.)

Final/Use and Occupancy/Final Plumbing: (Scheduled after all finish work is complete and/or prior to settlement. Final electrical inspection and approval by underwriting agency must be obtained prior to the Final/Use and Occupancy inspection being performed.)

- **Decks**

Footings: (Scheduled after excavation and prior to placement of concrete for footings.)

Rough Frame: (Scheduled after framing has been installed and prior to placement of floor deck.)

Final: (Scheduled after the installation of all floor decking, stairs and railings.)

- **Sheds and Pole Barns (larger than 400 square feet)**

Footings: (Scheduled after excavation and prior to placement of concrete for footings.)

Rough Frame: (Scheduled after all structural and framing members are in place and prior to placement of any insulation. Rough electrical inspection and approval by underwriting agency must be obtained prior to the Rough Frame inspection being performed.)

Final: (Scheduled after shed is in place and secured to footings.)

- **Pools**

Pool Steel: (Scheduled after steel reinforcing has been installed prior to concrete application after rough electrical inspection and approval by underwriting agency for all wiring and grounding of fixtures has been obtained.)

Final: (Scheduled after final electrical inspection and approval by underwriting agency has been obtained and after permanent fencing meeting the requirements of the Zoning Ordinance has been installed.)

A rough and final electrical inspection for all electrical work is also required and shall be obtained by the applicant. These inspections shall be performed by an independent electrical underwriting firm licensed within the Commonwealth of Pennsylvania.

The Code Enforcement Department reserves the right to perform additional inspections which may be required as determined by the Building Inspector, in the field, on a case by case basis.