

# CONSTRUCTION CODE PERMIT INFORMATION

## INTRODUCTION

The Lebanon County Planning Department is a Pennsylvania Certified 3<sup>rd</sup> Party Inspection Agency. The Lebanon County Planning Department is under contract with the following Municipalities to provide administration and enforcement of the Pennsylvania Uniform Construction Code;

Annville Township	North Londonderry Township
Cleona Borough	Richland Borough
Cornwall Borough	South Annville Township
East Hanover Township	South Lebanon Township
Jonestown Borough	Swatara Township
Millcreek Township	West Cornwall Township
Myerstown Borough	West Lebanon Township
North Annville Township	
North Lebanon Township	

The above Municipalities have adopted and have incorporated by reference the following codes as the Uniform Construction Code to be enforced in their jurisdictions by Lebanon County Planning Department.

1. The "International Building code, 2009 Edition." (excluding chapters 1 and 30) (appendices E and H) NFPA 70-2008, National Electrical Code
2. The "International Existing Building Code " (all appendices)
3. The "International Mechanical Code, 2009 Edition." (no appendices)
4. The "International Fuel Gas Code, 2009 Edition." (no appendices)
5. The "International Plumbing Code, 2009 Edition." (no appendices)
6. The "International Residential Code, 2009 Edition." (with appendices G only)
7. The "International Fire Code, 2009 Edition." (only what is referenced in IBC)
8. The "International Energy Conservation Code, 2009 Edition."
9. The "International Wildland-Urban Interface Code, 2009 Edition."
10. The "International Performance Code for Buildings and Facilities 2009"

The Lebanon County Planning Department has certified individuals on staff to provide required residential enforcement activities of the Uniform Construction Code. For other than residential enforcement, the Department has a Pennsylvania Certified 3<sup>rd</sup> Party Inspection Agency under contract to provide non-residential construction code activities. When a Zoning Permit is issued by our Department, the applicant will be directed to the appropriate Construction Code Permit issuing authorities.

## TYPICAL QUESTION AND ANSWERS

### When is a Construction Code Permit required for residential projects?

1. Any new home construction.
2. Any additions to existing dwellings.
3. Any unroofed deck or patio higher than 30 inches above finished grade.
4. Any roofed deck or patio no matter the height above finished grade.
5. Any detached structure accessory to a single family dwelling that would total 1000 sq. ft. in area or greater. This 1000 sq. ft. would be a total sq. ft. for an addition to an existing detached structure, (i.e. a 600 sq. ft. addition to an existing 500 sq. ft. garage).
6. Any detached structure, exceeding 200 sq. feet, accessory to a two-family, semi-detached or townhouse structure.
7. Any change to or replacement of an existing roof, (i.e. roof rafters or roof trusses). Not including roof sheathing or shingles.
8. Any roof that is placed over an existing deck or patio.
9. Anytime an unfinished area is to be finished where the stairs or bearing structure is changed to the new finished area.
10. Alteration – The adding or changing of any load bearing walls, beams, posts, girders. Alterations including basement remodeling which involve changing the existing stairs, interior beams, posts or any cutting of exterior load bearing foundation walls. Interior alterations not including any of the aforementioned changes may be performed without a Construction Code Permit.
11. Swimming pools (in-ground or aboveground), spas and hot tubs.
12. When in doubt, call the Lebanon County Planning Dept. at (717) 274-2801 Ext. 2325.
13. Erection of any ground or roof mounted solar energy system.

The above is a listing of normal residential activities where a Construction Code Permit would be required. At the time a Zoning Permit is issued, the applicant will be informed by the Zoning Officer if a Construction Code Permit is required for that specific residential project. There are times when a Construction Code Permit is required when a Zoning Permit is not. An example of this would be by placing a hot tub on an existing deck. **Prior to starting the project**, please check for code permit requirements.

### When is a Construction Code Permit required for non-residential projects?

When the Zoning Officer issues a Zoning Permit for a non-residential project, the applicant will be directed to contact our 3<sup>rd</sup> party agency who is enforcing the non-residential portion of the Pa. Uniform Construction Code.

### Who to contact with questions relating to the Uniform Construction Code?

Any questions should be directed to the Building Code Official or Building Code Administrators at the Lebanon County Planning Department. The office is open between the hours of 8:30 a.m. and 4:30 p.m., Monday – Friday. The phone number is (717) 274-2801 Ext. 2325. If the question is a non-residential question, you will be referred to our 3<sup>rd</sup> party inspection agency with those questions.

### What is needed to obtain a construction code permit?

1. An approved Zoning Permit. (Some projects require a Code Permit but not a Zoning Permit). Check **before** starting the project.
2. For residential projects, two (2) copies of detailed plans and specifications are required. The plans must be specific to the project and have all required information necessary to determine that the proposed project will meet the Uniform Construction Code. [See plan submittal guidelines below.](#)
3. The [Construction Code Permit Application](#) with signature and date.
4. Submitting the required [Residential Permit Fee Worksheet](#) and fee.

Non-residential project requirements will be determined by the 3<sup>rd</sup> Party Inspection Agency under contract with Lebanon County Planning Department.

## PLAN SUBMITTAL GUIDELINES

### General Plan Requirements

Scaled drawings are not required but are recommended.

Provide a full cross cut sectional drawing of each different area to be constructed.

- Identify the use of all spaces
- Indicate dimensions of all spaces
- Indicate all interior and exterior load bearing walls by highlighted or hatching areas
- Provide complete wood and steel beam schedule with minimum bearing requirements and support columns
- Identify all point load locations requiring blocking to foundation
- Indicate floor joist size, spacing, direction, span and type of lumber for all areas
- Label all applicable items to match their respective schedules (i.e. beams, columns, windows, doors)
- Provide complete window schedule, included with manufacturers name, location, size and type
- Glazing – label all hazardous glazing locations
- Fire sprinkler information see cross-section below
- Energy information (i.e.-insulation for entire thermal envelope). See link below for energy worksheet.
- Indicate fire separation between garage and residence. Include drywall and door opening protection specifications
- Location of smoke alarms (each sleeping room, each level of house and basement)
- Location of all carbon monoxide detectors (outside of all bedrooms)
- Provide location of access panels for (attics, crawlspaces, plumbing, mechanical equipment)
- Identify vented bathroom ventilation
- Identify fireplace location, footing size and thickness, width of hearth, firebox depth, clearance to combustibles, flue types and size and construction types (include brand and model number for pre-manufactured units)
- Handrail and guardrail locations for all areas
- Skylight locations
- Location of mechanical returns for heating and cooling system

### Foundation Plans

- Indicate all footing dimensions and specifications
- Footings must be continuous
- Indicate all pier pad, column and beam locations, sizes and specifications
- Indicate type and location of any footing or foundation reinforcement
- Indicate sump pit, ejector and plumbing rough-in locations
- Crawl space ventilation locations and sizes
- Location of all plumbing, mechanical and electrical equipment
- Details of beam pocket construction

## Cross Sections

- Footings continuous – size, thickness, depth below-grade, size and location of reinforcement
- Isolated piers – size, thickness and reinforcement
- Foundation wall – size, height of backfill, method of dampproofing, type of mortar, and type and location of reinforcement
- Foundation drain – type of pipe, stone, filter type and location
- Crawlspace – height of framing members above exposed earth, vapor barrier, ventilation and access hole (18"x24" floor and 16"x24" wall minimum required)
- Floor joist members – indicate size, spacing, span, direction, lumber, species and grade of lumber to be used
- Floor sheathing – thickness and type
- Wall framing details – size, spacing
- Exterior wall covering, insulation, moisture barrier
- Wall bracing – bracing method, bracing lines, bracing panels, fastener detail
- Location of all headers, beams and steel lintels to match required schedules
- Interior finish on wall ceilings
- Attic cross ventilation – type of system
- Roof pitch and details of roof covering
- Hand framed roof members include size, spacing, span, direction, pitch of roof, collar ties, species and grade of lumber to be used
- Sill plate/ anchor bolts – size, spacing and location
- Transition block location
- Basement/Garage slabs – thickness of concrete and stone base and vapor barrier
- Brick/ stone veneer – sheathing paper, masonry tie type and spacing, weephole location and flashing details
- Engineered/Manufactured Roof Systems – Drawings to include, size spacing, span, direction, bracing, pitch of roof, roof sheathing and finish materials
- All stairways – including rise, tread depth, nosing overhang and headroom (6'8" required)
- Handrails – indicate handrail(s) mounting height and graspability (cross section) include connection or termination detail to post or wall
- Guardrails – indicate height and spacing for raised floor surfaces above 30"
- Guardrails – indicate height and spacing for open sided stairs above 30"
- Ceiling heights – indicate ceiling heights in all areas
- Flashing – roof to wall, wall to flat work and change in exterior covering

## Elevations

- Include drawing of all side, front and rear views (showing windows, doors, porches, decks, patios etc.)

## Fireplaces

- Footing thickness and width
- Asphalt/pit cleanout location
- Hearth slab detail
- Hearth dimensions
- Hearth extension of front and sides of fireplace
- Type and thickness of firebox wall
- Distance from damper opening to throat
- Type of flue liner and size
- Steel lintel size
- Clearance to combustibles
- Fire-stopping details between floors (if applicable)
- Combustible mantel dimensions above lintel
- Horizontal projection of combustible mantel
- Distance from fireplace opening to combustible wood trim

## Chimneys

- Footing thickness and width
- Clean-out location Area of coverage
- Thimble size and distance to combustibles
- Flue liner size and surrounding materials
- Fire-stopping between floors (if applicable)
- Termination height above roof

## Gas and Solid fuel Burning Appliances

- Provide U/L or other approved listing/information and installation instructions
- Clearance to walls, ceiling, floors and combustibles
- Provide brand and model number on the plans at fireplace location
- Indicate fuel type
- Indicate venting method

## Fire Sprinkler System

- Sprinkler locations
- Type and temperature ratings
- Area of coverage
- Sprinkler piping systems
- System design flow rate
- Flow rate for each sprinkler
- Water supply
- Pressure of system with req. calculations
- Required Capacity
- Pipe sizing
- Method of pipe sizing with req. calculations

## Solar Panel Systems

- Structural engineered analysis of existing roof or structure that supports solar system
- Engineering of the proposed solar system
- All manufacturers installation instructions

**This list is a general guide for reference.**  
**Additional information may be required based on job specific situations.**

### What does it cost to obtain a construction code permit?

The following fees and charges are to be collected for Residential Construction Code Permits;

1. One and two family dwelling units, including townhouses – \$104.00, plus thirty cents (\$.30) per square foot of gross floor area. Areas to be included are living space, attached garages, finished basements, roofed porches, roofed decks and roofed patios.
2. Additions or alterations to one and two family dwelling units, townhouses and manufactured homes –excluding unroofed decks – \$4.00, plus thirty cents (\$.30) per square foot, with a minimum permit fee of \$200.00 dollars.
3. Residential unroofed decks – \$4.00, plus twenty-five cents (\$.25) per square foot, with a minimum of 100.00 dollars.
4. Manufactured homes – \$254.00 plus thirty cents (\$.30) per square foot for additions, porches and roofed decks.
5. Detached accessory structures and other construction requiring Code compliance (including detached garages, sheds etc.) – \$54.00 plus fifteen cents (\$.15) per square foot.
6. Swimming Pools (In-ground – \$204.00; Above ground, spas/hot tubs – \$54.00)
7. Mechanical, plumbing, installation of new equipment (i.e.- equipment, fireplace, chimney, etc. Minimum \$54.00 dollars.
8. Solar panel installation, (ground or roof mounted) –\$ 104.00 dollars.

**Non-residential permit costs will be determined by the 3<sup>rd</sup> party inspection agency under contract with the Lebanon County Planning Dept. (Commonwealth Code Inspection Service Inc.)**

It should be noted that the permit fees listed above for residential projects will include all required inspections except for the required electrical inspections. The owner/builder will be required to have electrical inspections conducted by an approved 3<sup>rd</sup> party electrical inspection agency. A copy of the approved agencies will be provided at the time the residential construction code permit is issued. See approved electrical inspection agencies below.

Associated Building Inspections, Inc.  
P. O. Box 423  
Ephrata Pa. 17522  
1-866-733-1654

Commonwealth Code Inspection Service Inc.  
176 Doe Run Road  
Manheim Pa. 17545  
1-800-732-0043

Atlantic Inland Inspections, Inc.  
939 Radnor Road  
Wayne Pa. 19087  
1-610-995-2791

Lancaster & Suburban Code Services, Inc.  
2176 Main Street  
Rothsville Pa. 17543  
717-626-1278

Middle Department Inspection Agency, Inc.  
3901 Hartzdale Drive  
Camp Hill Pa. 17011  
717-761-5340

All Safe Electrical Inspections  
311 Spruce Street  
West Reading Pa. 19611  
1-610-396-9620

American Inspection Agency, Inc.  
342 Miller Road  
Sinking Spring Pa. 19608  
1-800-806-6610

### What inspections will be conducted on residential projects?

To assure timely inspections, a 48 hour minimum advance request for inspection is required.

Depending on the construction project, one or all of the following listed inspections is required.

Footer: A footer inspection is required after excavation and forming are complete – before placing of concrete.

Foundation: A masonry or plain concrete foundation wall is required to be inspected prior to backfill, complete with foundation drain, damproofing or waterproofing, sill plate anchors and before any framing. Required slab insulation must be in place.

- All concrete foundation walls are required to be inspected before pouring of concrete, when the forms and reinforcing steel is in place.
- A second inspection is required after the forms have been stripped and the damp-roofing has been applied, foundation drain placed, anchor bolts – before framing.

Framing: The framing inspection is required after rough in of plumbing, mechanical, electrical (with a rough wire inspection complete) are in place. The plumbing dwv and supply lines shall be pressurized and ready for inspection. Heating and cooling duct system shall be pressurized and ready for inspection (If required) . All draft stopping and fire blocking shall be in place. Townhouse inspections will now include pre-concealment and final inspections for the required fire sprinkler systems. The inspection is required before insulation or drywall is placed!

Wall Board: The wall covering inspection is required after placing the drywall / wall covering and before taping or compounding over joints.

Final: The final inspection is required before occupancy and after the final electrical inspection has been performed by a third party agency. The structure shall be in full compliance with the Construction Code as adopted by the Municipality under which the permit is issued. The Construction Code Permit includes the certificate of occupancy and is required to be presented to the Building Code Official at the time of final inspection.

## Solar Panels Inspections

Final: Roof mounted solar panel installation requires a rough and final electrical inspection, by a third party electrical inspection agency. The final inspection is performed by Lebanon County Planning Department when the project is completed.

Final: Ground mounted solar panel installation requires a footer inspection performed by Lebanon County Planning Department. The second and third inspections are a rough and final electrical inspection performed by a third party electrical inspection agency. The last inspection referred to as the final inspection is conducted when the installation is complete by Lebanon County Planning Department.

To insure timely inspections and simplify the inspection request please, provide the following information when scheduling:

Property Owner's name  
Address / Location of construction  
Municipality  
Construction Code Permit Number  
Name and phone number of the individual requesting the inspection

Below is a list of links that will provide additional sources of information that may be needed in order to complete a permit application.

Link to PA's Residential Alternative Energy Provisions  
Link to American Wood Council Deck Construction Guide  
Link to International Code Council

[www.engr.psu.edu/phrc](http://www.engr.psu.edu/phrc)  
[www.awc.org/index.html](http://www.awc.org/index.html)  
[www.iccsafe.org](http://www.iccsafe.org)