

PLYMOUTH



TOWNSHIP

PLYMOUTH TOWNSHIP

**COMMERCIAL CODE PACKAGE AND
INSPECTION REQUIREMENTS
January 2010**



Effective immediately the following permit applications must be submitted to the Municipal Code official at one time along with 3 complete sets of plans, plus one extra plumbing plan.

- **Building**
- **Site**
- **Electrical**
- **HVAC**
- **Tele/data**
- **Plumbing (Requires 1 set of separate drawings. All drawings must be signed and sealed)**
- **Fire Protection, including alarm and sprinkler (Requires 3 sets of separate drawings. All drawings must be signed and sealed)**
- **Retaining walls (Require 3 sets of signed and sealed drawings with 3 copies of all calculations and soil reports)**
- **CHANGES IN USE GROUP REQUIRE A SEWER CONNECTION REVIEW BY THE PLUMBING INSPECTOR**

PLANS WILL BE REVIEWED WITHIN 30 WORKING DAYS OF RECEIPT OF COMPLETE SUBMISSIONN



CODE LIST FOR PLYMOUTH TOWNSHIP

The following are the current codes enforced by Plymouth Township:

- International Building Code 2009
- International Fire Code 2009, including Appendices B,C,D,E,F & G
- International Residential Code 2009, including Appendices A,B,C,F, G & H
- International Plumbing Code, 2009
- International Electrical Code 2009
- National Electric Code, 2008
- International Mechanical Code, 2009
- International Energy Code, 2009
- International Fuel Gas Code, 2009
- International Existing Building Code, 2009
- International Property Maintenance Code, 2009
- ICC/ANSI A117.1 2003
- NFPA 101, 2003
- NFPA 13, 2002
- NFPA 72, 2002
- SPRINKLERS ARE REQUIRED UNDER PLYMOUTH TOWNSHIP FIRE CODE
- Other codes as referenced by the above codes

Land development and zoning approvals must be obtained prior to plan submission.

All permit applications shall include **(3) Three** sets of *original complete* plans with the original seals from architect and engineers. Plan submission must be coordinated the **Design Professional in Responsible Charge**. (SEE CHECKLIST)

We will review and stamp each approved set of drawings. One set will be returned at the time the permit is *issued* and must be kept on site.

All submissions must be complete. A complete submission shall include Building, Mechanical, Use and Occupancy, Fire Protection, Fire Alarm, Electrical and Tele/Data applications, fees, construction contracts, plans and completed checklist. Submissions missing any of these items will be rejected at the counter. Information submitted via fax machine will not be accepted.

Plan review will be 30 working days from the date of complete submission

Complete as built drawings in PDF Format are required at the time of completion and must be provided prior to final inspection. A drawing of the floor plan on CD-Rom is required at the time of final inspection. This plan must include the location of the electrical and gas shut offs and the sprinkler controls. This copy is for the Fire Department preplan use. (This plan may be Adobe Acrobat versions 5.0 -8.0) NO EXCEPTIONS. CAD Format Drawings are not acceptable.

REQUIRED COMMERCIAL CONSTRUCTION DOCUMENTS

All plans must be signed and sealed by the registered design professional responsible for this work

SITE PLAN: Scaled drawing, which shows the size and location of all new construction and all existing structures on the site. Distances from structure(s) to lot lines and to other structures on site Impervious and building coverage.

SOILS REPORT: Results of soil investigation that determines the allowable soil bearing pressure to be used by the design professional in the foundation design. All New Buildings or additions to existing buildings.

ACCESSIBILITY: Provide a plan that shows all accessible features of building, including routes both interior and site, entrances and means of egress, areas of refuge, facilities and elevations, hardware, handrail ramps and other requirements for an accessible building per IBC and ICC/ANSI A 117.1

SPECIFICATIONS: Requirements for submittal may vary on how much information is shown on the construction drawings.

LIFE SAFETY: Provide a plan that shows egress calculations, occupancy loads and uses for each room, travel distance, exit widths, emergency lighting and exit signs in accordance with **NFPA 101 and the IBC**

ARCHITECTURAL: Dimensioned plans for each floor level that shows room layouts and use of space. Also includes elevation views; wall sections; schedules for window, door and finishes; stair dimension and details, such as, riser height, tread width, guard/handrail height and headroom dimension. Include all information used for building height or size increases. **Plans must be signed and sealed by the registered design professional responsible for this work**

P **STRUCTURAL:** Typical floor and roof framing plans. The plan(s) shall include details of connections, size of members, materials to be used, allowable stresses and all the information required to erect the joists, beams, rafters, columns, or girders within the structure including calculations. **A registered engineer must seal all structural plans.**

L **FOUNDATION:** Included on the dimensioned plan is the allowable soil bearing pressure, the depth of the foundation, and the proposed materials to construct the foundation. **Plans must be signed and sealed by the registered design professional responsible for this work**

A **FIRE PROTECTION:** When required, the construction documents may include a submission for the automatic fire suppression system, the fire alarm system, the smoke control system, single/multiple station detectors, standpipes, fire department connections and fire extinguisher(s) size & location. **(See Submission Checklists)**

N **MECHANICAL:** Location, size and listed/labeled information for all equipment and appliances that comprise parts of the buildings mechanical system. Ventilation and exhaust calculations, schedules, supply and exhaust ductwork, chimney termination, materials, and any other information required to complete the buildings HVAC system. **Plans must be signed and sealed by the registered design professional responsible for this work**

S **PLUMBING:** Includes isometric riser diagrams for the potable water supply and the drain waste & vent systems with the location and materials specified for all the piping and fixtures within the plumbing system. Also details of special devices (backflow preventer, grease traps, etc.) shall be shown. Storm water drainage calculations and devices shall be included in the submission. **Plans must be signed and sealed by the registered design professional responsible for this work**

ELECTRICAL: Construction documents shall be signed and sealed by the design professional, drawn to scale upon suitable material and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed, including and show in detail that it will conform to the provisions of the electrical code and relevant laws, ordinances, rules and regulations, as determined by the code official. **Plans must be signed and sealed by the registered design professional responsible for this work**

Construction documents shall indicate where penetrations will be made for electrical systems and shall indicate the materials and methods for maintaining required structural safety, fire-resistance rating and fireblocking.

An electrical load calculation shall be prepared to determine if the existing electrical service has the capacity to serve the added load and copies of all calculations submitted with application

TELE/DATA: Construction documents shall be signed and sealed by the design professional, drawn to scale upon suitable material and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the code official. **Plans must be signed and sealed by the registered design professional responsible for this work**

Construction documents shall indicate where penetrations will be made for telecommunication systems and shall indicate the materials and methods for maintaining required structural safety, fire-resistance rating and fireblocking.

Use & Occupancy: A Change in the Use or Occupancy of any commercial space requires the issuance of a Use and Occupancy permit from Plymouth Township.

For existing spaces undergoing a **change of tenant only** without any new work, an application with two sets of sealed drawings showing the layout of the space, emergency lighting and exit signs, locations of means of egress, occupancy loads and egress calculations are required.

Changes in Use and Occupancy requiring construction or changes in the Use Group of the building shall be subject to all provisions of the applicable codes.

ENERGY: All plan submissions must include energy calculations, specifications and details based on the International Energy Code and using the Com-Check software program as applicable. Submission must include all calculations and checklists. The Program is free and downloadable from http://www.energycodes.gov/comcheck/ez_download.stm

NOTE: See the PLAN SUBMISSION STANDARDS section for additional requirements.

Kap/06-06

PLAN SUBMISSION STANDARDS: Plymouth Township, PA

2006 International Building Code. Code includes many sections that contain specific requirements for what should be included on the construction documents that are submitted with the application for permit. Building requirements are located but are not limited to the following chapters of the 2009 IBC

<u>SECTION</u>	<u>SUBJECT MATTER</u>
Chapter 3	Use & Occupancy Classifications
Chapter 7	Fire-resistant Rated Construction
Chapter 9	Fire Protection Systems
Chapter 10	Means of Egress
Chapters 11 & Appendix E	Accessibility
Chapter 12	Interior Environment
Chapter 15	Roofs Assemblies and Roof Top Structures
Chapter 16	Structural Design
Chapter 19	Concrete
Chapter 21	Masonry
Chapter 27	Electric Wiring, Equipment and Systems
Chapter 28	Mechanical Systems
Chapter 29	Plumbing Systems
Chapter 31	Special Construction
Chapter 33	Safeguards During Construction

EXAMPLE: PLAN SUBMISSION STANDARDS

Code Section (Ref.)	Description	Requirements
Chapter 7	Fire-resistant Materials and Construction	Type of Construction; fire-resistance ratings of structural elements and assemblies; materials and proposed methods for protection of joints and penetrations; fireblocking methods

DESIGN PROFESSIONAL

A seal will be required for **all commercial construction**. Including any of the following construction activities:

- Structural changes to an existing building
- Alterations to an existing building that exceed some cut oft point established by the jurisdiction.
- Engineered masonry construction
- Soils reports
- Caisson/pile foundation designs.
- Truss drawings
- Special Inspections Program
- Pole signs more than some height as established by the jurisdiction.
- Roof mounted satellite dishes equal to or greater than some established diameter.
- Ground mounted satellite dishes equal to or greater than some established diameter.
- In ground swimming pools
- Plans for water based Fire Suppression Systems

Table PS-1
Building Plan Submission Standards (Not limited to the following)

Code Reference	Requirement Description	Remarks
Chapter 1	Sets Of Building Plans	Provide Three (3) Sets Of Complete Building Plans: Sealed By Registered Professional Engineer Or Architect.
Chapter 1	Application Pre-Requisite	Submit Completed Permit Applications With All Pre-Requisite Approvals. All Fees Must Accompany Application.
Chapter 3	Use Group(s)	Indicate Use Group(s) On The Plans. If Multiple Uses, Indicate Location Of Each Use Group On The Floor Plans
Chapter 5	Height and Area Limitations	Indicate Gross Floor Area Of Each Floor And Total Gross Floor Area Of Each Building; Allowable Floor Area including Area Modifications; Unlimited Area Provisions and Mezzanines Show Height Above Grade In Feet And Number Of Stories, Allowable Height Including Modifications.
1004.0	Occupant Load	Show Occupancy Calculations Of Each Space and/or room
Chapter 10	Means Of Egress	Show Arrangement Of Egress: Provide Capacity Calculations Indicating Required And Provided Widths Of Components. Show Maximum Travel and Dead End Distances. Provide Door & Hardware Schedule. Show Stair Details: Tread And Riser Dimensions; Handrail And Guard Details; Landing Dimensions; Door Swings; And Encroachments.
Chapter 11	Accessibility	Scoping Requirements, accessible routes, accessible entrances, special occupancies
Chapter 12	Interior Environment	Room Schedule To Include: Ventilation, Lighting, Temperature control, Interior room dimensions
Chapter 7	Fire Resistive Construction	Provide Design Numbers And Approved Testing Agency For All Components: Structural Members; Exterior Walls; Floor/Ceiling And Roof/Ceiling Assemblies; FireWalls; Fire Separation Assemblies, And Fire Partitions, Fire Blocking Show The Type And Location Of Protection Provided For Openings In The Following Areas: Exterior Openings; Horizontal Protection; Fire Walls; Fire Separation Assemblies; Fire Partitions; Smoke Barriers; Floor Openings and Shaft Enclosure Walls. Show The Type, Location And Degree Of Protection Provided: Fire Door Assemblies; Fire Windows & Shutters; Fire Dampers; And Wired Glass
Chapter 8	Interior Finish	Provide The Flame Spread Parameters Of Interior Finishes: General: Wall And Ceiling Finishes; And Floor Finishes.

Table PS-2
Structural Plan Submission Standards

Code Reference	Requirement Description	Remarks
Chapter 18	Soils and Foundations	To Review The Structural Integrity Of The Foundation System, The Following Shall Be Included In The Application: Soil Analysis: Design Value, Test Borings: Depth of Footing and Type Of Foundation.
1603	Constructions Documents	Provide Fully Dimensioned Plans Containing All The Information Required To Define The Structural Members Proposed In The Design Of The Structure.
1604	Design Loads	Provide calculations for Snow, Wind, Drift loads, Seismic Loads
Chapter 16	Design Calculations	Two (2) Copies Of The Calculations Sealed By A Registered Design Professional Shall Be Submitted With All Building Permit Applications For New Construction And Other Structural Work. Calculations Shall Include All Design Factors Listed In Chapter 16 That Contribute To The Calculations Of The Loads Applied To The Design Of The Structure

**Table PS-3
Fire Protection Systems Plan Submission Standards**

Code Reference	Requirement Description	Remarks
Chapter 9	Fire Protection Systems	Required Construction Documents. Area to be protected and type of system. Fire Alarm and Detection systems. Standpipe Systems Fire Command Center

**Table PS-4
IMC 2006 Mechanical Plan Submission Standards**

Code Reference	Requirement Description	Remarks
106.3.1	Plans	Provide Two (2) Copies Of Sealed Mechanical Plans, engineering calculations, materials, diagrams and other data including manufacturer's specifications. Plans must be to scale and show location of all penetrations for the mechanical system and associated piping. Fire stopping and structural protection
Chapter 3	General Regulations	Equipment and locations, Installation, Piping support, condensate disposal, access and service space and heating and cooling load calculations
Chapter 5	Exhaust systems	Clothes dryers, Domestic and commercial kitchen hoods, commercial kitchen makeup air, fire suppression systems
Chapter 8	Chimneys and Vents	Provide The Location, Material, Termination Height And Clearance To Combustibles For Chimneys Shown On The Plans

PLYMOUTH TOWNSHIP

Information required for plan review for Commercial Hood and Duct

system: General

- Provide a complete floor plan showing the location of all equipment (cooking heat producing, vapor producing), size of the hood and size and type of the cooking equipment.
- Indicate the type of equipment being used. Indicate the production of steam, heat or grease laden fumes.
- Indicate the type of cooking extra heavy to light duty.

Type I Systems

- Provide a catalog cut for a factory built commercial kitchen hood. It shall comply with UL 710
- Indicate the gage of the exhaust hood a minimum of 18 gage for steel and 20 gage for stainless steel.
- Provide an enclosure around the hood equal to a shaft in the building code where the hood penetrates the ceiling.
- Indicate the method of supporting the hood. The supports shall be noncombustible material and designed to carry the gravity and seismic loads.
- The hood joints and seams shall be made with a continuous liquid tight weld or braze on the external side of the hood.
- The minimum distance from the hood to combustible material shall be 18 inches and no clearance is required when gypsum board is attached to non combustible materials.
- Indicate the distance from the filter to the cooking surface, type of filter, size of filter and mounting position.
- Provide details showing the size of the cooking surface, size of hood and distance to the cooking surface. This will be used to determine the style of the hood.
- Provide a calculation showing the capacity of the exhaust system including type of hood and linear feet of the hood.
- The exhaust system shall automatically activate whenever cooking occurs.
- Provide a calculation for the non-canopy hood showing not less than 300 cfm per linear foot of cooking surface.
- Indicate a performance test for the kitchen hood.
- Indicate the gage of the exhaust duct, a minimum of 16 gage for steel and 18 gage for stainless steel is required.
- The duct joints and seams shall be made with a continuous liquid tight weld or braze on the external side of the duct system.

- Indicate the method of supporting the duct. The supports construction shall be noncombustible material. The supports and supporting construction and designed to carry the gravity and seismic loads.
- Indicate the local official will be notified before the grease duct test.
- The velocity in the duct shall be a minimum of 500 feet per minute. Velocity = cfm divided square foot of duct.
- Indicate duct clearance. A minimum of 18 inches (combustible) to 3 inches (gypsum board on non-combustible)..
- The ductwork shall be installed so that grease can not collect in any portion.
- Indicate the slope of the horizontal ductwork $1/4$ in 12, ducts over 75 feet / 1 in 12.
- Provide a cleanout with maximum dimensions of 12 x 12 on the side of all horizontal ducts with a maximum spacing of 20 feet.
- Provide an enclosure where the duct penetrates a ceiling, wall, and floor. The enclosure shall comply with the building code with a clearance of 18 inches (combustible) to 3 inches (gypsum board on non-combustible)..
- The exhaust duct shall terminate not less than 40 inches above the roof, not less than 10 feet to air intakes or less than 10 feet above grade.
- Provide a catalog cut for the exhaust fan being used for the type I hood. It shall show the fan outside the air stream.
- Provide details for the grease diverter when a centrifugal fan with horizontal discharge including size of vertical outlet, length of duct and a low point drain outlet.
- The exhaust fan shall terminate 40 inches above the roof.
- Wall exhaust termination shall be a minimum of 3 feet from other exterior wall openings
- Exhaust fans shall be 10 feet from adjacent buildings or property lines or air intake openings and 10 feet above grade.
- The exhaust fan housing shall be the same as the exhaust duct work and extend 18 inches above the roof.
- Indicate the source of the make up air and the other source of the air for other equipment in the room.
- The make up air shall be tempered where it enters the conditioned space.

PLYMOUTH TOWNSHIP

Information required for plan review for commercial Hood and Duct extinguishing system:

- Provide working plans for the required fire suppression system.
- Provide a complete design, installation and maintenance manual for the extinguishing system.
- Indicate a manual means of activation between 10-feet and 20-feet from the exhaust system in the path to the exit with the activation device between 42 and 48 inches above the floor. The manual means of activation shall have operating instructions.
- Provide an automatic shut down for the energy source(s) for the cooking equipment.
- Indicate the fuel and electric power supply reset shall be manual.
- Indicate the extinguishing system shall have an acceptance test in accordance with NFPA-17A and the manufacturer's instructions.
- Indicate the system activation shall be connected to the building fire alarm system on a separate zone on the fire alarm.
- Provide a calculation showing the total number of flow points for the extinguishing system.
- Indicate the type of pipe being used in the system. Galvanized pipe shall not be used.
- Provide a piping layout showing the length of all pipes.
- Indicate the type of detection system including the location of the detectors.
- Indicate the type of caps used on the nozzles.
- Indicate the type of nozzles used in each location.
- Indicate the pipe penetrations of the hood and ducts are liquid tight.
- The fire extinguisher in the kitchen shall be compatible with the agent in the fixed system.
- Indicate alarm supervision shall indicate trouble in the automatic detection system, electrical actuation circuit and the electric power supply.
- Indicate a fusible link above each cooking appliance or within 12-inches of the entrance to the exhaust duct.

- The plan shall state they comply with the codes adopted by the municipality including edition of codes and standards.
- The plan shall include a statement the system including all equipment and appliances is installed in accordance with the manufacturer's installation instructions.
- The plan shall indicate person(s) trained by the manufacturer and witnessed by the local authority will test the system.
- The owner shall be provided with a copy of the manufacturer's installation and maintenance manual.



PLYMOUTH TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
Plymouth Meeting, PA 19462
PHONE: 610-277-4103
FAX: 610-277-4335

Demolition Requirements

THE CONTRACTOR OR OWNER IS RESPONSIBLE TO COMPLY WITH THE DEP ASBESTOS REMOVAL PROGRAM. THE FORMS AND INSTRUCTIONS ARE LOCATED AT http://www.dep.state.pa.us/dep/deputate/AIRWASTE/AQ/asbestos/docs/2700_fm_aq0021_inst.doc

An extermination letter must accompany any application for demolition as well as a site plan showing the properties to be demolished. All Demolition work must comply with chapter 33 of the IBC 2006, including but not limited to:

SECTION 3303 DEMOLITION

3303.1 Construction documents.

Construction documents and a schedule for demolition must be submitted. No work shall be done until such construction documents or schedule, or both, are approved.

3303.2 Pedestrian protection.

The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

3303.4 Vacant lot.

Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

3303.5 Water accumulation.

Provision shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.

3303.6 Utility connections.

Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the authority having jurisdiction.

3306.9 Adjacent to excavations.

Every demolition and/or excavation shall be enclosed with a barrier not less than 6 feet (1829 mm) high. Barriers shall be of adequate strength to resist wind pressure as specified in Chapter 16.

PROTECTION OF ADJOINING PROPERTY

3307.1 Protection required.

Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities.

The person making or causing an excavation to be made shall provide written notice to the owners of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.

PERMIT FEES

Uniform Construction Code Permit Surcharge:

A \$4.00 surcharge in accordance with the Uniform Construction Code is required for all permits.

Registration Fee:

Fees for Master Plumber Registration	\$100.00
Fees for Journeyman Plumber Registration	\$ 75.00

Third Party Agency Building Code Official Fees:

See attached Exhibits D,C and D of Bureau Veritas North America, Inc.

Plymouth Township Administrative Fees:

In addition to the Third Party Agency Building Code Official Fees set forth in Exhibits B,C, and D, the Plymouth Township administrative fee shall be 20% of the fees set forth in the Bureau Veritas North America, Inc. Exhibits B,C and D.

NOTE:

COPIES OF LIABILITY AND WORKERS COMPENSATION INSURANCE CERTIFICATES ARE REQUIRED FOR ALL CONTRACTORS.



PLYMOUTH TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
PHONE: 610-277-4103
FAX: 610-277-4335

Structural Design Information

The applicable building code is the **International Building Code**.

A. Snow Loads

- ◆ The ground snow load, $P_g = 30$ PSF. (Figure 1608.2(2)).
- ◆ The snow exposure factor, Terrain Category B: $C_e = 0.9$ (Table 1608.3.1).
- ◆ The snow importance factor, (Table 1604.5)
- ◆ Based on local practice, design roof snow load of 30 PSF plus drift.

B. Wind Loads

- ◆ The wind velocity = 90 MPH (Figure 1609)
- ◆ The wind importance factor, (Table 1604.5).
- ◆ The wind exposure factor = B (Section 1609.4 #1).

C. Seismic Requirements

Determined from the following code sections

- ◆ Sections 1614-1623

Above information is provided as a courtesy and is not a substitute for engineering calculations



PLYMOUTH TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA. 19462

PHONE:610-277-4103 ~ FAX: 610-277-4335

PERMIT FEES 2010
RESIDENTIAL PLAN REVIEW AND INSPECTION FEES

*** A \$4.00 surcharge in accordance with the Uniform Construction Code is required for all permits ***

Fees for residential alterations, additions, installations, and repairs are based on contract price.

A copy of the signed contract MUST accompany ALL permit applications. ** Or your request will be considered incomplete and turned away at the counter or upon clerk review.

Included but not limited to fences, pools, plumbing, demolition, HVAC, electrical, concrete pads, sidewalks, decks and some garages.

***All permit fees tally as follows- Plan review & inspection Figure + 20% administrative (x .20) + 4.00 State UCC fee = TOTAL PERMIT FEE - See Example below**

Residential Construction Valuation	Plan review & inspection Fee
\$1.00 ~ \$1,000.00	\$55.00
\$1,001.00 ~ \$5,000.00	\$100.00
\$5,001.00 ~ \$10,000.00	\$220.00
\$10,001.00 ~ \$25,000.00	\$220.00 For the first \$10,000.00 Plus \$13.08 for each additional \$1,000.00
\$25,001.00 ~ \$50,000.00	\$416.20 For the first \$25,000.00 Plus \$10.10 for each additional \$1,000.00
\$50,001.00 ~ \$100,000.00	\$668.70 For the first \$50,000.00 Plus \$7.00 for each additional \$1,000.00
\$100,001.00 ~ \$500,000.00	\$1,018.70 For the first \$100,000.00 Plus \$5.60 for each additional \$1,000.00
\$501,000.00 ~ \$1,000,000.00	\$3,258.70 Fr the first \$500,000.00 Plus \$4.75 for each additional \$1,000.00
\$1,000,001.00 and up	\$5,633.70 Fr the first \$1,000,000.00 Plus \$4.15 for each additional \$1,000.00

Residential Use and Occupancy permit \$50.00

*** If deemed necessary by the Code Official, Special Engineering reviews and inspections are an additional cost.**

*Additional inspections over and above the initial and follow up inspection will be billed to the contractor at \$150.00 per inspection. Additional plan reviews caused by field revisions will be billed at the prevailing rate. All fees will be paid prior to final U & O Inspection.

EXAMPLE.....

Plan Review & Inspection Fee	+	
Plus 20% Admin. (x.2)	+	
State fee UCC	+	\$4.00
TOTAL PERMIT FEE	=	



PLYMOUTH TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA. 19462

PHONE: 610-277-4103 ~ FAX: 610-277-4335

COMMERCIAL PLAN REVIEW FEES

***All permit fees tally as follows- Plan review figure, plus inspection figure + 20% administrative (x .20) + 4.00 State UCC fee = TOTAL PERMIT FEE - See Example below**

Commercial Valuation	Plan Review Fee
\$1.00 to \$10,000.00	\$250.00
\$10,001.00 to \$25,000.00	\$250.00 for the first \$10,000.00 or fraction Plus \$5.10 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$326.80 for the first \$25,000.00 Plus \$6.57 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$490.75 for the first \$50,000.00 Plus \$4.55 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$718.25 for the first \$100,000.00 Plus \$3.64 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.00	\$2,171.25 for the first \$500,000.00 Plus \$3.09 for each additional \$1,000.00
\$1,000,001.00 and up	\$3,716.25 for the first \$1,000,000.00 Plus \$2.55 for each additional \$1,000.00

COMMERCIAL INSPECTION FEES

Commercial Valuation	Inspection Fee
\$1.00 to \$10,000.00	\$195.00
\$10,001.00 to \$25,000.00	\$195.00 for the first \$10,000.00 Plus \$13.08 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$391.20 for the first \$25,000.00 Plus \$10.10 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$643.70 for the first \$50,000.00 Plus \$7.00 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$993.70 for the first \$100,000.00 Plus \$5.60 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.70 for the first \$500,000.00 Plus \$4.75 for each additional \$1,000.00
\$1,000,001.00 and up	\$5,608.70 for the first \$1,000,000.00 Plus \$4.15 for each additional \$1,000.00

***A 20% ADMINISTRATION FEE WILL BE ADDED TO THE ABOVE COSTS BY PLYMOUTH TOWNSHIP.**

EXAMPLE

Plan Review Fee	+	
Inspection Fee	+	
SUBTOTAL	=	
Plus 20% Admin.(x.2)	+	
State fee	+	\$4.00
TOTAL PERMIT FEE =		

PLYMOUTH TOWNSHIP
Ph. 610-277-4103 Fax. 610-277-4335
BUILDING PERMIT APPLICATION

Application must be filled out completely or it will be rejected. Fees must accompany all applications

Date: _____

I (We) hereby make application for a permit to perform or construct: _____

Location of work to be done: _____

Occupancy Type: (check one)

- Residential Office/Business Mercantile Assembly Utility Industrial/Factory
 Educational Institutional Storage High Hazard Pool

Type of Work: New Home New Building Addition Renovation Garage Tenant Fit-out

Roofing Siding Shed Deck Other _____

Work proposed and materials to be used (if complete plans or sketches are not attached):

Proposed Start Date: _____ Square Footage: _____

Cost of construction: \$ _____ Permit Fee: \$ _____

Owners Name: _____ Address: _____

City, State & Zip: _____ Phone: _____

Architect/Engineer: _____ Address: _____

City, State & Zip: _____ Phone: _____ Fax: _____

Contractor Co. Name: _____ Contractor Name or Contact Person _____

Address: _____ City, State & Zip: _____

Office Phone: _____ Cell Phone: _____ Fax Number: _____

The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township, including but not limited to the Building Code, Zoning Code, Plumbing Code, Health Code, Fire Code, Housing Code, and Subdivision and Land Development Code. Plymouth Township does have a mandatory Sprinkler ordinance and plans must be submitted accordingly

Applicant's Signature: _____ Print Name: _____

FOR PERMIT PICK UP CONTACT _____ @ **Ph.** _____

Do not write below this line

Reviewed By

Building Official: _____ **Date:** _____

Insurance: Expiration:	Plan Review cost +
Cost of Construction:	Inspection Cost +
Contract:	TOTAL BV COST =
Plans:	Plus 20% Admin. +
ZONING OFFICAL APPROVED	State fee + \$4.00
DATE	TOTAL PERMIT FEE =

Plymouth Township
700 Belvoir Road
Plymouth Meeting, PA 19462
Ph. 610-277-4103 Fax 610-277-4335
APPLICATION FOR USE & OCCUPANCY PERMIT PAGE 1 of 2

Date: _____

In accordance with Plymouth Township Building Code and Plymouth Township Zoning Ordinance No. 342, as amended, adopted March 14, 1960:

Building Owner: _____ Address: _____

City, State & Zip: _____ Phone: _____

Contractor: _____ Address: _____

City, State & Zip: _____ Phone: _____

Hereby makes application for Use and/or Occupancy Permit covering premises located at:

Address: _____ City, State, Zip _____

Building Number: _____ Suite Number: _____ Description of work: _____

Tenant use change from _____ to _____

Tenant Name change from _____ to _____

Occupancy Type: (check one)

Residential Business Mercantile Assembly Utility Health Care Industrial/Factory

Educational Institutional Storage High Hazard Other _____

Contractors Emergency Contact Numbers:

DAY PHONE: _____ CELL PHONE: _____ NIGHT/HOLIDAY PHONE: _____

FEES: (check one)

RESIDENTIAL (Single Family Dwelling only) \$50.00

COMMERCIAL: Square Footage: _____ 1-2000sf. \$100.00 2001-5000sf \$150.00
 5001-10,000sf \$200.00 10,001-100,000sf \$250.00 100,001 and above \$500.00

Applicants Signature _____ **Contact Name** _____

PH _____ **Fax** _____

Do Not Write Below This line

Building Code Edition: _____ Construction Type: _____ Occupancy Load: _____

Use Group/Occupancy Type: _____ Sprinkler System: _____ Required: _____

Hazard Classification: _____ Demand At Base of Riser: Sprinkler: _____ Stand Pipe: _____

BUILDING OR ZONING OFFICER

DATE

PLUMBING INSP. & M.I.P.P. COORDINATOR

DATE

TOWNSHIP ENGINEER

DATE

Use & Occupancy: A change in the Use or Occupancy of any commercial space requires the issuance of a Use and Occupancy permit from Plymouth Township.

For existing spaces undergoing **change of tenant only** without any new work, or change in use group.

We require:

Tenant use change from _____ to _____

Tenant name change from _____ to _____

- A Completed Application and permit fee
- **3 sets of drawings showing the layout of:**
 - The space
 - Emergency lighting
 - Exit signs
 - Locations of means of egress
 - Occupancy loads
 - Egress Calculations
 - Fire extinguisher locations
 - Sprinkler Protection existing / required?
 - Date of last Fire extinguisher service _____ -

Changes in Use and Occupancy requiring construction or changes in the Use Group of the building shall be subject to all provisions of the applicable codes, including the need for Sealed drawings.

PLYMOUTH TOWNSHIP
Ph. 610-277-4103 Fax. 610-277-4335

ELECTRICAL PERMIT APPLICATION

Application must be filled out completely or it will be rejected. Fees & contracts must accompany all applications

Date: _____

I (We) hereby make application for a permit to perform or install: _____

Location of work to be done: _____

Occupancy Type: (check one)

- Residential Office/Business Mercantile Assembly Utility
 Industrial/Factory Educational Institutional Storage High Hazard Pool

Type of Work: New Alterations Addition Upgrade Repair Tele/Data

Service Size: 100 AMP _____ 200 AMP _____ 400 AMP _____ If higher than 400 AMP List here _____

Inspection Agency: _____ Choose from 3rd. Party List

Number of Outlets: Switches: _____ Smoke Detectors: _____ Receptacles: _____ Lighting: _____

Tele/Data Boxes: _____ **Total Number of Fixtures:** _____

Proposed Start Date: _____ Square Footage: _____

Cost of construction: \$ _____ Permit Fee: \$ _____

Owners Name: _____ Address: _____

City, State & Zip: _____ Phone: _____

Architect/Engineer: _____ Address: _____

City, State & Zip: _____ Phone: _____ Fax: _____

Contractor Co. Name: _____ Contractor Name or Contact Person _____

Address: _____ City, State & Zip: _____

Office Phone: _____ Cell Phone: _____ Fax Number: _____

The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township.

Applicant's Signature: _____ Print Name: _____

☐ FOR PERMIT PICK UP CONTACT _____ **@ Ph.** _____

Do not write below this line

Building Official: _____ **Date:** _____

Insurance: Expiration:	Plan Review cost +
Cost of Construction:	Inspection Cost +
Contract:	TOTAL BV COST =
Plans:	Plus 20% Admin. +
	State fee + \$4.00
	TOTAL PERMIT FEE =



Single Family Dwelling Electrical Load Calculation Worksheet

Square feet of living space	_____	x 3 watts each =	_____
Small Appliance Circuits	_____	x 1500 watts each =	_____
220V Dryer Circuits	_____	x 5000 watts each =	_____
220V Range/Oven Circuits	_____	x 8000 watts each =	_____
220V Oven Circuits	_____	x 4000 watts each =	_____
220V Cook top Circuits	_____	x 4500 watts each =	_____
220V Water Heater Circuits	_____	x 3000 watts each =	_____
110V Laundry Circuits	_____	x 1500 watts each =	_____
110V Dishwasher Circuits	_____	x 1500 watts each =	_____
110V Garbage Disposal Circuits	_____	x 750 watts each =	_____
110V Trash Compacter Circuits	_____	x 1500 watts each =	_____
110V Forced Air Unit Circuits	_____	x 690 watts each =	_____
		Sub-Total Watts =	_____

First 10000 Watts @ 100% = _____

Remaining _____ @ 40% = _____

_____ Tons of A/C X 1720 Watts per ton = _____

TOTAL WATTS = _____

TOTAL WATTS / 240 VOLTS = _____ **TOTAL AMPS**

Use a _____ Amp Main Service

**PLYMOUTH TOWNSHIP
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
610-277-4103 Fax 610-277-4335**

Mechanical/HVAC Permit

Application must be filled out completely or it will be rejected. Fees & contracts must accompany all applications

Date: _____

I (We) hereby make application for a permit to install: _____

Location of work to be done: _____

Occupancy Type: (check one)

- Residential Office/Business Mercantile Assembly Utility Industrial/Factory
 Educational Institutional Storage High Hazard Pool

Type of Work: New Alterations Addition Upgrade Repair

Fuel Source: Electric _____ Natural Gas _____ Propane: _____

Description of Work: _____

Cost of Construction: _____ signed contract. **Permit Fee:** _____

Owner: _____ **Address:** _____

City, State& Zip: _____ **Phone:** _____

Architect/Engineer: _____ **Address:** _____

City, State& Zip: _____ **Phone:** _____ **Fax:** _____

Contractor Co. Name: _____ **Contractor Name or Contact Person** _____

Address: _____ **City, State& Zip:** _____

Office Phone: _____ **Cell Phone:** _____ **Fax Number:** _____

***The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township.**

Applicant's Signature: _____ **Print Name:** _____

FOR PERMIT PICK UP CONTACT _____ @ Ph. _____

Do not write below this line

Reviewed By

Building: _____ **Date Reviewed:** _____

Insurance: Expiration:	Plan Review cost +
Cost of Construction:	Inspection Cost +
Contract:	TOTAL BV COST =
Plans:	Plus 20% Admin. +
	State fee + \$4.00
	TOTAL PERMIT FEE =

This permit is required only for those operations listed on the permit application

**PLYMOUTH TOWNSHIP
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
610-277-4103**

OPERATIONAL PERMIT Page 1 of 2

Application must be filled out completely or it will be rejected. Fees must accompany all applications

Date: _____

I (We) hereby make application for an Operational Permit in accordance with Section 105.6 of the International Fire Code

Building Owner: _____ Address: _____

City, State& Zip: _____ Phone: _____

Applicant: _____ Address: _____

City, State& Zip: _____ Phone: _____

Fax Number: _____

Emergency Contacts:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Operational Permits under IFC: Based on square footage

1-2000 sf.	\$100.00
2001-5000 sf.	\$150.00
5001-10,000 sf.	\$200.00
10,001-100,000 sf.	\$250.00
100,001 and above.	\$500.00

Occupancy Type: (circle all that apply)

- | | |
|---------------------------------------|--------------------------------|
| Aerosol Products | Amusement Buildings |
| Aviation Facilities | Carnival and Fairs |
| Battery Systems | Cellulose Nitrate Film Storage |
| Combustible Dust Producing Operations | Combustible Fibers |
| Compressed Gases | Covered Malls |
| Cryogenic Fluids | Cutting and Welding |
| Dry Cleaning Plants | Exhibits and Trade Shows |
| Explosives | Fire Hydrant and Valves: |

**PLYMOUTH TOWNSHIP
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
610-277-4103**

OPERATIONAL PERMIT Page 2 of 2

Flammable and Combustible Liquids	Floor Finishing
Fruit and Crop Ripening	Fumigation and Thermal Insecticide Fogging
Hazardous Materials:	HPM Facilities
High-piled Storage	Hot Work operations
Industrial ovens	Lumber yards and Woodworking plants
Liquid-or gas-fueled vehicles or equipment in assembly buildings	
LP-Gas	Magnesium
Miscellaneous Combustible Storage	Open Flame and torches
Open flames and candles	Organic Coatings
Places of Assembly	Private Fire Hydrants
Pyrotechnic Special effects Material	Pyroxylin Plastics
Refrigeration Equipment	
Repair Garages and Motor fuel-dispensing facilities	
Rooftop Heliports:	Spraying or dipping:
Storage of scrap tires and tire byproducts	Temporary Membrane Structures
Tire Rebuilding Plants	Waste handling:
Wood Products	

The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township, including but not limited to the Building Code, Zoning Code, Plumbing Code, Health Code, Fire Code, Housing Code, and Subdivision and Land Development Code. Plymouth Township does have a mandatory Sprinkler ordinance and plans must be submitted accordingly

Applicant's Signature: _____

Print Name: _____

Do not write below this line

Approved By

Building Code Official: _____

Date Reviewed: _____

Expiration Date: _____

PLYMOUTH TOWNSHIP
700 Belvoir Road
Plymouth Meeting, PA 19462
(610) 277-4103

Sec. 18-30. Registration--Licensed by other municipalities.

(a) A master plumber holding a **license granted by the examining board** of any municipality in the metropolitan Philadelphia area (defined hereby as Bucks, Montgomery, Chester, Delaware and Philadelphia counties) who engages in or works at the business of plumbing, drainage and sewage or who desires to engage in or work at the business of plumbing, drainage and sewage in the township shall, without further examination, be registered in the office of the board of health of Plymouth Township as a registered master plumber upon payment, each calendar year, of a registration fee established from time to time by resolution of township council, and the board of health, by its properly constituted agent or officer, shall issue a certificate of such registration.

(b) A journeyman plumber holding a license granted by the examining board of any municipality in the metropolitan Philadelphia area (defined hereby as Bucks, Montgomery, Chester, Delaware and Philadelphia counties) who engages in or works at the business of plumbing, drainage and sewage or who desires to engage in or work at the business of plumbing, drainage and sewage in the township shall, without further examination, be registered in the office of the board of health of Plymouth Township as a registered journeyman plumber upon payment, each calendar year, of a registration fee established from time to time by resolution of township council, and the board of health, by its properly constituted agent or officer, shall issue a journeyman's certificate of such registration.

(Ord. No. 873, § 1, 4-12-1982; Ord. No. 1026, § 1, 2-19-1990; Ord. No. 1168, §§ 1, 2, 1-16-1995)

Sec. 18-31. Same--Suspension or revocation of certificate.

A certificate of registration granted under this chapter may be suspended or revoked by the township in the event that the plumber, or a representative thereof, shall violate any of the rules or regulations of this chapter, shall refuse or neglect to make necessary corrections to work not approved by the township within a reasonable time after notification so to do, or who shall permit the use of his name by a person for the purpose of obtaining a permit to do plumbing work. (Ord. No. 873, § 1, 4-12-1982)

Sec. 18-32. Same--Term; renewal.

At the expiration of each calendar year, plumbers' certificates shall be null and void. A licensed master plumber desiring to continue in or to work at the business of plumbing, building drainage or sewer drainage for the ensuing year shall, between the first and thirty-first days of December of each and every year, surrender the certificate to the plumbing inspector and reregister his/their name and address upon such form as may be furnished by the board of health. (Ord. No. 873, § I, 4-12-1982)

Sec. 18-33. Plumbers not to allow name to be used.

No person carrying on the business of plumbing, building drainage or sewer drainage shall allow his/their name to be used by any other person, either directly or indirectly, to obtain a permit or permits to do any work under the registered plumber's license. (Ord. No. 873, § 1, 4-12-1982)

Sec. 18-34. Required actions upon change in or cessation of business.

Every registered plumber shall give immediate notice of a change in his/their place of business and upon retirement from business shall surrender his/their certificate of registry to the plumbing inspector. (Ord. No. 873, § 1, 4-12-1982)

PLYMOUTH TOWNSHIP
700 Belvoir Road
Plymouth Meeting, PA 19462
(610) 277-4103

APPLICATION FOR JOURNEYMAN

Date: _____

I hereby make application for a license to engage in and carry on the business of plumbing in Plymouth Township as a Journeyman. (PLEASE TYPE OR PRINT CLEARLY)

NAME OF FIRM REPRESENTED: _____

TELEPHONE: _____ Fax: _____

ADDRESS OF FIRM: _____

CITY, STATE, ZIP: _____

FIRM IS:

Individual Corporation Partnership

APPLICANTS' TITLE IN THE FIRM: _____

You must include a copy of a **license granted by the examining board** of any municipality or state in the Philadelphia area.

Applicants Printed Name

Signature

Journeyman license fee is \$75.00 per year

Date approved: _____

Card Number: _____

Approved by: _____

**APPLICATION FOR MASTER PLUMBER
PLYMOUTH TOWNSHIP
700 Belvoir Road
Plymouth Meeting, PA 19462
(610) 277-4103**

DATE: _____

I HEREBY MAKE APPLICATION FOR A LICENSE TO ENGAGE IN AND CARRY ON THE BUSINESS OF PLUMBING IN PLYMOUTH TOWNSHIP AS A MASTER PLUMBER. PLEASE TYPE OR PRINT CLEARLY.

NAME OF FIRM REPRESENTED: _____

WORK TELEPHONE: _____ FAX: _____

ADDRESS OF FIRM: _____

CITY _____ STATE _____ ZIP: _____

NAME OF APPLICANT: _____

RESIDENCE: _____

CITY _____ STATE _____ ZIP: _____

Certificate of Insurance covering liability and Workmen's Compensation must be submitted with all applications. Applications will not be processed without a certificate.

SIGNATURE: _____

FIRM IS: INDIVIDUAL () CORPORATION () PARTNERSHIP ()

FEE FOR MASTER PLUMBER'S LICENSE: One hundred (\$100.00) dollars annually

Do not write below this line

CARD NUMBER: _____

PLYMOUTH TOWNSHIP
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
610-277-4103

Interior Plumbing Permit

Application must be filled out completely or it will be rejected. Fees and plans must accompany all applications

Date: _____

I (We) hereby make application for a permit to install: _____

Address of work to be done: _____

Tenant use change from _____ **to** _____

Occupancy Type: (check one)

- Residential Office/Business Mercantile Assembly Utility
 Industrial/Factory Educational Institutional Storage High Hazard Pool

Type of Work: New Alterations Addition Upgrade Repair

Fuel Source: Electric _____ **Natural Gas** _____ **Propane:** _____

Description of Work: _____

Contract Price: _____

Permit Fee: _____

Owner: _____

Address: _____

City, State& Zip: _____

Phone: _____

Architect/Engineer: _____

Address: _____

City, State& Zip: _____

Phone: _____

Fax: _____

Contractor: _____

Address: _____

City, State& Zip: _____

Phone: _____

Registration Number: _____

Fax Number: _____

The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township. The applicant hereby attests that all information above is true and correct. Permits will be revoked if false statements or information has been made or submitted.

Applicant's Signature: _____

Print Name: _____

Do not write below this line

Reviewed By

Building: _____

Date Reviewed: _____

PLYMOUTH TOWNSHIP
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
610-277-4103

Application for Plumbing Permit to Connect Building to Public Sewer

Application must be filled out completely or it will be rejected.

Fees and plans must accompany all applications

Date: _____ **I (We) hereby make application to connect to public sanitary sewer:**

Building Address: _____ **Type of Work:** New Upgrade Repair

Occupancy Type: (check one) Residential Office/Business Mercantile Assembly

Industrial/Factory Educational Institutional Storage High Hazard

Size of Main Building Drain: _____ **Size of Pipe to be installed:** _____

Type of Pipe to be installed: _____ **Type of joints to be installed:** _____

Number of Plumbing Fixtures in Building: _____ **Number of Garbage Grinders in Building:** _____

Number of Dwelling Units in Building: _____ **Water Supply:** ___ Public ___ Private

Do Connections Exist on Property from which Storm Water Could Enter Sewer? _____

Does Building Presently Have a Private Disposal System? _____

Contract Price: _____ **Permit Fee:** _____

Owner: _____ **Address:** _____

City, State& Zip: _____ **Phone:** _____

Architect/Engineer: _____ **Address:** _____

City, State& Zip: _____ **Phone:** _____

Fax: _____

Contractor: _____ **Address:** _____

City, State& Zip: _____ **Phone:** _____

Registration Number: _____ **Fax Number:** _____

The applicant acknowledges his/her responsibility to be familiar with and comply with the requirements of all codes, as amended, and all ordinances of Plymouth Township. The applicant hereby attests that all information above is true and correct. Permits will be rejected for false statements made.

Applicant's Signature: _____ **Print Name:** _____

Do not write below this line

Reviewed By

Building: _____

Date Reviewed: _____

PLYMOUTH TOWNSHIP

APPLICATION FOR FIRE PROTECTION PERMIT

Plymouth Township
700 Belvoir Road, Plymouth Meeting, PA. 19462
Ph. 610-277-4103 Fax. 610-277-4335

Date: _____

I (we) hereby make application for a permit to erect/install/alter (indicate one per application)

Fire Alarm Sprinkler Standpipe NFPA 14 Class Kitchen Hood Clean Agent Fire Pump
 Fire Service Main

Type of System: WET PRE-ACTION DRY DELUGE

OTHER: EXPLAIN: _____

Location Complete Address including floor and/or suite # _____

(If street number is not given, state side of street and distance from nearest intersection): _____

Intended Use of Building (if dwelling, state number of families): _____

Work Proposed and materials to be used _____

Attach plans with PE Seal/NICET III/IV Stamp:

Owner Name: _____ Address: _____ Phone: _____

Electrical Inspection Agency for fire alarm wiring: _____

Permit fee: \$ _____ Based on contract Price _____ Copies of all contracts required

Contractor Co. Name: _____ Contact Person Name: _____

Designers must be a minimum of NICET Level III Minimum or a Fire Protection Engineer

Co. Address: _____

Co. Phone: _____ Cell Phone: _____ Fax: _____

Contractor Registration: _____ Installer Name: _____

**CONTRACTOR MUST HAVE A REGISTRATION NUMBER FOR PERMIT APPROVAL/ All installers must be a minimum of NICET Level 2 or provide proof of factory training

FOR PERMIT PICK UP CONTACT _____ @ PH. # _____

Applicant's Signature: _____ Applicant's Name (Print) _____

Application reviewed by: _____

Date: _____

PLYMOUTH TOWNSHIP
700 Belvoir Road
Plymouth Meeting, PA 19462
Ph. (610) 277-4103 Fax. 610-277-4335

REGISTRATION APPLICATION FOR ALARM OR SPRINKLER AND STANDPIPE CONTRACTOR

Date: _____

I (we) hereby make application for registration to engage in and carry on the business of alarm or sprinkler and standpipe installation and service in Plymouth Township.

Check appropriate Category:

Alarm Sprinkler and Standpipe Extinguishing System

Name of Firm Represented: _____

Office Phone: _____ Cell Phone: _____ Fax: _____

Address of Firm: _____ City, State, Zip: _____

Installer Name(s): _____

NICET Level & Number: _____ NICET expiration Date: _____

Designers or Architect Name: _____

NICET Level & # (if designer is NOT an Architect) _____ NICET expiration Date: _____

Contact Name & Phone Number(s): _____

Name of Applicant: _____

Applicant's Title in Firm: _____

Applicant's Signature: _____

***Application for Registration must be accompanied by a Certificate of Insurance and Copies of NICET Certificate or Factory Training for all persons working on projects. Or it will be rejected and sent back.**
Fee for alarm or sprinkler and standpipe registration is seventy-five (\$75.00) dollars annually. Registration is for calendar year (January through December)

****All installers must be a minimum of NICET Level 2 or provide proof of factory training. *Copy of NICET Certificate or Factory Training required for all persons working on project***

*****Designers must be a minimum of NICET level 3 or a Fire protection Engineer. *Copy of NICET Certificate Required***

For Office Use Only
Approved by: _____

Card Number: _____



PLYMOUTH TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
PHONE: 610-277-4103
FAX: 610-277-4335

Commercial Inspection Requirements

Plymouth Township may require other inspections as deemed necessary in the field.

1. A minimum of **48 hours notice** shall be provided to the Building Inspector for the purpose of scheduling inspections, including reinspections
2. A minimum of **72 Hours** notice is required for all fire protection inspections
3. Required inspections shall be as follows:
 - a. Footings, walls and slabs, including sidewalks, prior to placement of concrete. Concrete is not to be released until the inspection is completed and approved. An ACI certified technician must be on site for all concrete pours and conduct testing.
 - b. Foundation backfill. Backfill may not be completed until deck is installed or adequate bracing is installed. **A first floor elevation certification is required to be submitted to Plymouth Township prior to scheduling a backfill inspection**
 - c. **ELECTRICAL, SERVICE, ROUGH WIRING AND FINAL:** performed by an approved third party inspection agency. (List attached)
 - d. Plumbing Inspection, rough and final
 - e. Framing of all walls, prior to concealment after all other trades have installed their material and passed their required inspections
 - f. Insulation
 - g. Fire stopping and taping inspection
 - h. Health Department, (if applicable)
 - i. Final Inspection/Use and Occupancy Inspection. This inspection must be completed prior to the occupancy of the building. All other final inspections must be completed prior to scheduling this inspection

*** Note:** Merchandising may be permitted with approval of the Building Inspector, but only after all Life Safety equipment has been tested and approved.

4. Special inspections shall be required for the following items:
 - a. Soils
 - b. Concrete Construction, including footings and slab placement, mix and proper strength (All cylinders and tests must be done by the testing agency's personnel)
 - c. Masonry
 - d. Steel
 - e. Welding
 - f. E.I.F.S. (if applicable)
 - g. Fire Proofing Material

Above inspections shall be conducted by an approved inspection agency.

5. Report requirement:

Special inspectors shall keep records of all inspections. The special inspector shall furnish inspection reports to the code official on a daily basis, and to the registered design professional in responsible charge. All discrepancies shall be brought to the immediate attention of the contractor for correction and noted on the daily report. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the code official and to the registered design professional in responsible charge prior to the completion of that phase of the work. A final report of inspections documenting completion of all required special inspections and correction of any discrepancies noted in the inspections shall be submitted prior to the issuance of a certificate of occupancy. Interim reports shall be submitted periodically at a frequency agreed upon by the permit applicant and the code official prior to the start of work.

All work shall be conducted in a professional and workmanlike manner consistent with all Plymouth Township Codes, as well as Pennsylvania and Federal Regulations.

PLYMOUTH
MONTGOMERY COUNTY



TOWNSHIP
PENNSYLVANIA

CODE ENFORCEMENT
700 BELVOIR ROAD
PLYMOUTH MEETING, PA 19462
PHONE: 610-277-4103
FAX: 610-277-4335

**Approved Third Party Electrical Inspection Agencies
(Listed Alphabetically)**

Atlantic Inland/Bureau Veritas North America
857 Sussex Ave.
Broomall, PA 19008
610-995-2791 Ext. 15 – Carol Barker
1-877-392-9445

Commonwealth Inspection Service
West Chester PA 19382
610-692-6762
800-732-0043

Middle Department Inspection Agency
1337 West Chester Pike
West Chester, PA 19382
610-696-3900

Underwriter Inspection Service
PO Box 416
Royersford, PA 19468
610-495-2803

United Inspection Agency
PO Box 3367
Maple Glenn PA 19002
215-542-9977

All companies have inspectors in our area. Work inspected by other agencies shall not be accepted by Plymouth Township.

Rev. Jan 2010

**INFORMATION REQUIRED FOR FIRE PROTECTION SUBMITTAL TO BE
REVIEWED BY PLYMOUTH TOWNSHIP
→ CHECKLIST MUST ACCOMPANY ALL SUBMITTALS- NO EXCEPTIONS**

JANUARY, 2009

**Three copies of signed and sealed plans (Fire protection engineer or NICET III/IV)
Cut sheets and calculations must be submitted along with this checklist.**

Sprinkler System Submittals: *See NFPA 13 for a complete submittal list

Location Address

- Plans must be to scale and clearly show work to be done including a **detailed scope of work**.
- Plan must show the job name and complete address.
- The specific type and quantity of sprinklers must be provided on every page.
- Three sets** of catalog cut sheets for all equipment including sprinklers, valves, etc. must be included and highlighted.
- Fire hydrant flow test information must be dated and **within 6 months**.
- Three sets** of hydraulic calculations must clearly show the friction loss for the backflow preventer and include a graph curve sheet.
- All hydraulic node points must be clearly **shown on the drawings**.
- All ceiling information including soffits, heights, construction type, slope, etc. must be shown and noted with cross section detailed on the plans.
- Specific code sections and storage information must be provided for all design densities over an Ordinary Group II.
- All plans must have the contractors name, address, and phone number.
- Provide a scaled site plan clearly showing the building fire department connection and fire hydrant locations.

Fire Alarm System Submittals: *See NFPA 72 for a complete submittal list

Location Address

- Plans must be to scale and include a **scope of work** outlining details of the project.
- Plans must show job name and complete address.
- The square foot area of the building must be noted on the plans.
- A summary sheet or symbol list showing a device count shall be provided.
- Three sets** of catalog cut sheets must be provided and **highlighted** for all components to be installed.
- Specific details must be provided regarding the offsite monitoring of the system including type of transmission means and name and location of receiving station.
- All wiring information must be shown on the plans including size, type, and all point to point wire runs.
- Three sets** of complete battery back up calculations must be provided that clearly note **battery size to be provided**.
- Three sets** of voltage drop calculations using the "RMS" or "UL MAX" values for notification devices must be provided.
- All plans must have the contractors name, address, and phone number.

Kitchen Hood Wet Chemical System Submittals:

***See NFPA 17A for a complete submittal list**

- Plans must include exact hood, duct, pipe, and appliance dimensions.
- Plans must show job name and complete address.
- Catalog cut sheets must be provided for all nozzles and equipment to be used.
- The tank size and flow point count must be noted on the plans.
- All plans must have the contractors name, address, and phone number.
- A plan view of the kitchen must show the hood, tank, and pull station locations.
- The plans must clearly show the type of nozzles to be used and show the mounting height, and aiming point for each.

Kitchen Hood Mechanical System Submittals:

***See Attached list and NFPA 96/International Mechanical code for a complete submittal list**

- Plans must include complete hood, duct, and mounting dimensions.
- Plan must show job name and address.
- Plans must include a roof detail showing the exhaust fans and all equipment within 15'.
- Specific information and manufacturers UL listing must be provided for all hoods calculated for other than code requirements.
- Complete calculations must be shown for both the CFM and FPM used in sizing the exhaust duct and fan.
- Notes or details shall be provided showing shut down of fuel, electric, and fans.

Clean Agent System Submittals:

***See NFPA 2001 for a complete submittal list**

- Plans must be to scale and clearly show all work to be done.
- Plans must show the job name and complete address.
- A key plan shall be provided showing the area of work in the building.
- Complete catalog cut sheets shall be provided for all equipment to be used.
- The scope of work shall include a description of hazard being protected and type/manufacturer of agent being used.
- Calculations for required agent quantity and discharge time shall be provided.
- All alarm portions of the system shall comply with the submittal requirements of a fire alarm system.

Underground Water Main Submittals:

***See NFPA 24 for a complete submittal list**

- Plans must show the job name and complete address.
- Plans shall have the contractors name, address, and phone number.
- Plans must be to scale and clearly show work to be done including a **detailed scope of work**.

- Provide a scaled site plan clearly showing the building fire department connection location and fire hydrant locations.
- Plans must show all new and existing underground piping, sizes, control valves, hydrants and flow test information.
- The specific size, type and quantity of all valves shall be provided on every page.
- Fire hydrant flow test information shall be dated and **less than 1 year old**.
- Hydraulic calculations shall be submitted and include a graphed demand curve sheet. IFC Appendix "B".
- Indicating control valves shall be located at each Municipal water supply connection, each side of any check valves and for the building fire service main to the building.
- Provide catalog cut sheets for all hydrants, valves and other underground water main components.
- All underground piping, joints and fittings shall comply with AWWA standards.
- All hydrants shall be on a 6" water main minimum.
- Provide hydrant and valve details on drawings.
- Plans shall indicate the building square footage and construction classification.

Life Safety Code Submittals:

***See NFPA 101 for a complete submittal list**

- Four sets of complete plans showing the job name and complete address; and shall include the design professional in charge name, address and phone number.
- Plans must be signed and sealed by the design professional in charge of the project and include all architectural, electrical, plumbing, mechanical, accessibility, etc. drawings and material specifications.
- Plans must be to scale, fully dimensioned to determine building area and height; and clearly show work to be done including a **detailed scope of work**.
- Provide a scaled site plan clearly showing any existing structures, all new construction, distance from lot lines, street grades, proposed finish grades, location of underground mains, fire hydrant locations, building fire department connection location and any fire department access lanes.
- Description of building use or occupancy for all areas of the building.
- Description of design approach for mixed use buildings.
- Proposed type of construction including testing/listing agency details for all fire rated construction.
- Hazard of content classification and any proposed special storage arrangements.
- Complete exit details to fully evaluate the means of egress including; occupant loads, means of egress arrangement, corridors, doors, stairs, exit signage, emergency lighting, emergency power supply, etc.
- Special occupancy information including; assembly, high rise, mezzanine, atrium, covered mall, underground building, etc.
- Details for all fire protection systems proposed including fire sprinklers, fire alarm, standpipes, fire pumps, and other extinguishing systems.

**Plymouth Township
Commercial Plan Submission Checklist**

The following sheet is to be completed by **Design Professional in Charge** and included with all applications for permit. **Other requirements as determined by the Code Official may be required or requested based on scope of project.**

1. Three complete sets of plans including plumbing
 - a. Site Plan including parking _____
 - b. Life Safety Plan _____
 - c. Signed and sealed Architectural Plans _____
 - d. Signed and sealed Accessibility Plan _____
 - e. Structural plans signed and sealed by engineer _____
 - f. Signed and sealed Structural Calculations _____
 - g. Signed and sealed Electrical Plans by engineer _____
 - h. Signed and sealed Energy Plans _____
 - i. Signed and sealed HVAC/Mechanical Plans by engineer _____
 - j. Signed and Sealed Mechanical calculations _____
2. Completed Building Permit Application _____
3. Completed Electrical Permit Application _____
4. Completed Electrical Permit for Tele/Data _____
5. Completed HVAC Permit Application _____
6. Completed Use and Occupancy Application _____
7. Completed Plumbing Permit Application with **separate** check _____
8. One Separate Signed and Sealed Plumbing Drawings _____
9. Plumbing Contractor Registration _____
10. Plumbing connection application and fees completed _____

- 11. Completed Fire Alarm Application with check list _____
- 12. **3 Separate** sets of Signed and Sealed Fire Alarm Plans _____
- 13. **3 Separate sets** Signed and sealed kitchen extinguishing plans with check list _____
- 14. Completed Fire Sprinkler Application with check list _____
- 15. **3 Separate sets** Signed and sealed fire sprinkler plans _____
- 16. Fire alarm or sprinkler contractor registration application with check or proof of registration _____
- 17. All Fees with **contracts** _____
- 18. Com-Check Energy Calculations _____
- 19. Zoning Decision (When relief is required) _____
- 20. Highway Occupancy Permit (Where required) _____
- 21. 1 copy of soils report (New Buildings and additions) _____
- 22. Special Inspection agency/agencies/electrical _____
- 23. Insurance Certificates (If not on file previously) _____
- 24. Emergency contact numbers for contractors _____

Design Professional in Charge: _____

Address: _____

City, State and Zip: _____

Phone Number: _____

Fax Number: _____