

Plan Requirement for Non-Residential (Commercial) Permit Applications

Construction documents are required to be submitted for all commercial projects which require a building permit.

NEW STRUCTURES AND ADDITIONS TO EXISTING STRUCTURES

Construction documents for new structures and additions to existing structures are required to be prepared and signed and sealed by a PA licensed architect or professional engineer per the PA Uniform Construction Code (UCC) §403.42a.

A site plan containing the following minimum information must be provided with all new structures or additions to existing structures.

- The size and location of new construction and existing structures on the site.
- Accurate boundary lines.
- Distances from lot lines.
- The established street grades and the proposed finished grades.
- If the construction involves demolition, the site plan shall indicate construction that is to be demolished and the size and location of existing structures and construction that will remain on the site or plot.
- Location of parking spaces, accessible routes, public transportation stops and other required accessibility features.

ALTERATIONS TO EXISTING STRUCTURES

Construction documents for remodeling or alterations to existing commercial buildings (not including additions) must contain the following minimum information and be submitted on 11" x 17" minimum sized document and be a minimum scale of 1/8" per foot **or provide clear dimensions for all areas.**

- Architectural floor plan shall include the entire building or the entire floor plan of the space being renovated. If this is a tenant space within a multi user building a key plan shall be provided showing the approximate location of the space within the building and clearly show the required means of egress to the public way. The floor plan should contain clear identification of all spaces and contain the number of occupants (calculated per Chapter 10 of the International Building Code) to be accommodated on every floor and in all spaces and rooms. These plans shall also clearly show the proposed means of egress including the sizes of all doors, stairways and corridors. A door and hardware schedule
- A Building Code Analysis shall be included as part of the construction documents and shall include the following minimum information –
 - The use group classification (per IBC Chapter 3) of the building or space and the previous use group classification of the building or space.
 - The construction type of the building (per IBC chapter 6)
 - If the building is fully sprinklered and has a fully monitored fire alarm system.
 - If the building or space is categorized as a special use or occupancy (per IBC chapter 4 – example; covered mall, motor vehicle related occupancy, combustible storage, institutional use.
- Plumbing, Mechanical & Electrical plans
 - Plumbing plans shall clearly show the new plumbing work including a waste, vent, water line and fuel gas floor plan and riser diagram. If this use is a restaurant or other type of

food preparation which will be creating grease laden waste a grease interceptor will be required to be provided to serve the fixtures where grease laden waste would be discharged such as but not limited to a three compartment sink. The sizing method needs to be provided for the intended grease interceptor. Minimum plumbing fixture counts will be based upon the occupant load given on the architectural plans.

Note if additional wastewater flows will be generated by the new use/user additional sewer connections charges may be applicable. Please note that additional sewage flows are anticipated the minimum charge would be for one equivalent dwelling unit (EDU - which equates to 350 gallons per day of flow) which currently is \$2568 per EDU.

- Mechanical plans should include the existing HVAC system and any alterations to this system including the addition of a new HVAC system including the appliance location, access and required clearances. The method of providing the required outdoor air (mechanically or naturally) and the calculation supporting this method. If this is a forced air system a duct layout including the sizes and the cfm values shall be shown at all outlets. Where exhaust is required for specific uses the exhaust fan location, size (cfm value) and the associated ductwork shall be shown. Commercial kitchen equipment specs and the required hoods and suppression system based upon the type of equipment provided.
- Electrical plans must show the existing and proposed emergency egress lighting and exit signage and any proposed additions or alterations to the electrical system including the wiring method and the load calculations as applicable. Energy conservation information (watts per square foot & lighting controls) may be required depending on the amount of lighting being installed or replaced.

While it may be in the applicants best interest to consult with a design professional (PA licensed architect or engineer), an unlicensed person may prepare design documents for the remodeling or alteration of a building if there is no compensation and the remodeling or alteration does not relate to additions to the building or changes to the building's structure or means of egress. §403.42a(c)

If the building or tenant space contains a sprinkler system or fire alarm system submittals can be deferred however the plans must contain a note stating that these drawings will be a deferred submittal.