

Township of Robinson

Guidelines for Commercial Building Permits

For the safety of our residents: The Uniform Construction Code (UCC 403.1 Scope) applies to the construction, alternation, repair, equipment, movement, removal, maintenance, demolition, location, occupancy or change of occupancy on every building or structure and all existing structures that are illegally occupied. All commercial construction must comply with the Pennsylvania Uniform Construction Code (UCC) and the following list of adopted codes. The 2009 International Building Code (IBC) requirements are considered the base code for all buildings that are not regulated to meet the compliance of the International Residential Code.

(a) The Department adopts and incorporates by reference the following codes as the Uniform Construction Code:

(1) The provisions of Chapters 2-29 and 31-35 of the "International Building Code," except that in occupancies in Use Group R-3 and within dwelling units in occupancies in Use Group R-2 the maximum riser height shall be 8¼ inches (210 mm) and the minimum tread depth shall be 9 inches (229 mm). A 1-inch (25 mm) nosing shall be provided on stairways with solid risers.

(2) The "2009 International Mechanical Code."

(3) The "2009 International Fuel Gas Code."

(4) The "2009 International Performance Code."

(5) The "2009 International Plumbing Code."

(i) Except that a municipality within a county of the second class (Allegheny County) may not administer and enforce the "International Plumbing Code" adopted under this chapter.

(ii) A municipality within a county of the second class (Allegheny County) that has adopted a plumbing code and accompanying rules and regulations under the Local Health Administration Law (16 P. S. § § 12001-12028), shall retain the authority to promulgate and enforce this plumbing code and to make any changes it deems necessary if the changes meet the Uniform Construction Code's minimum requirements.

(iii) The Allegheny County Department of Health- Plumbing (Article XV) must approve all Plumbing Plan Reviews and perform all Rough-in and Final inspections (With the exception of Accessibility Code Compliance)

(6) The "International Residential Code."

(i) The provisions of R314.4 requiring interconnected smoke alarms do not apply to one-family and two-family dwellings undergoing alterations, repairs or additions. Non-interconnected battery operated smoke alarms shall be installed in these dwellings.

(ii) The following specifications apply to residential stairway treads and risers.

(A) The maximum riser height is 8¼ inches. There may be no more than a 3/8 inch variation in riser height within a flight of stairs. The riser height is to be measured vertically between leading edges of the adjacent treads.

(B) The minimum tread depth is 9 inches measured from tread nosing to tread nosing.

(C) The greatest tread depth within any flight of stairs may not exceed the smallest by more than 3/8 inch.

(D) Treads may have a uniform projection of not more than 1½ inches when solid risers are used.

(E) Stairways may not be less than 3 feet in clear width and clear headroom of 6 feet 8 inches shall be maintained for the entire run of the stair.

(F) Handrails may project from each side of a stairway a distance of 3½ inches into the required width of the stair.

(7) The "International Fire Code." Section 806.1.1 of the International Fire Code (relating to natural cut trees) is not adopted under this chapter. A municipality that elects to adopt an ordinance for the administration and enforcement of the Uniform Construction Code may, by ordinance, restrict the placement of natural cut trees in an occupancy group. The ordinance restricting the placement of natural cut trees is not subject to section 503(b)-(k) of the act (35 P. S. § 7210.503(b)-(k)) and § 403.102(i)-(k) (relating to municipalities electing to enforce the Uniform Construction Code).

(8) The "2009 International Energy Conservation Code."

(9) The "2009 International Existing Building Code."

(10) The "2009 International Wildland-Urban Interface Code."

(11) Appendix E of the "2009 International Building Code."

(12) Appendix H of the "2009 International Building Code."

(13) Appendix G of the "2009 International Residential Code."

(b) The codes and standards adopted under subsection (a)(7) is part of the Uniform Construction Code to the extent that it is referenced in Chapter 35 of the "International Building Code" under section 302(a)(1) of the act (35 P.S. § 7210.302(a)(1)). The provisions of the Uniform Construction Code apply if there is a difference between the Uniform Construction Code and the codes or standards adopted in subsection (a). This chapter's administrative provisions govern under § 403.27(e) (relating to applicability and use of standards) if there is a conflict with the provisions of the codes relating to administration incorporated under subsection (a).

(c) Appendices to a code or standard listed in subsection (a) are not adopted in the Uniform Construction Code except for the appendices and resource information found in the "International Existing Building Code" and the appendices found in (a)(11)-(13).

(d) A permit applicant may utilize one of the following prescriptive methods to demonstrate compliance with the energy conservation requirements of the Uniform Construction Code. The standards are those listed for the climatic zone of this Commonwealth where the building or structure is located:

(1) The prescriptive methods for detached residential buildings contained in the current version of the "International Energy Conservation Code" compliance guide containing State maps, prescriptive energy packages and related software published by the United States Department of Energy, Building Standards and Guidelines Program (RES-check™) or "Pennsylvania's Alternative Residential Energy Provisions."

(2) The prescriptive methods for all other buildings or structures contained in the current version of the "International Energy Conservation Code" compliance guide containing State maps, prescriptive packages and related software published by the United States Department of Energy, Building Standards and Guidelines Program (COM-check™).

(e) Construction of individual sewage disposal systems is governed under 25 Pa. Code Chapter 73 (relating to on lot sewage treatment facilities).

(f) The repair, alteration, change of occupancy, addition and relocation of existing buildings shall comply with Chapter 34 of the "International Building Code" or with the "International Existing Building Code."

PRIOR TO PROCEEDING FURTHER: Verify with the Zoning Officer that the proposed construction or type of business is permitted in that particular zoning district. This can be accomplished by completing the Township Application for Zoning Approval form.

The Pennsylvania Uniform Construction Code states:

§ 403.42. Permit requirements and exemptions

(a) An owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a commercial building, structure and facility or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system regulated by the Uniform Construction Code shall first apply to the building code official and obtain the required permit under § 403.42a relating to permit application. (For a description of listed exemptions see:

<http://www.portal.state.pa.us/portal/server.pt?open=514&objID=552943&mode=2#403.42>

§ 403.42a. Permit application (Required Information)

(a) Applications for a permit required under § 403.42 (relating to permit requirements and exemptions) shall be submitted to the building code official in accordance with this section.

(b) A permit applicant shall submit an application to the building code official and attach construction documents, including plans and specifications, and information concerning special inspection and structural observation programs, Department of Transportation highway access permits and other data required by the building code official with the permit application. The applicant shall submit **two sets** of documents for the review.

(c) A licensed architect or licensed professional engineer shall prepare the construction documents under the Architects Licensure Law (63 P. S. §§ 34.1— 34.22), or the Engineer, Land Surveyor and Geologist Registration Law (63 P. S. §§ 148—158.2).

(d) A Building Code Official may require submission of additional construction documents in special circumstances.

(e) The Permit Applicant shall submit construction documents in a format approved by the building code official. **[Recommend a minimum scale 1/8 inch = 1 ft. for plans].**

(f) All of the following fire egress and occupancy requirements apply to construction documents:

1. The permit application shall submit construction documents that show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the Uniform Construction Code.

2. The construction documents for occupancies other than Groups R-2 and R-3 shall contain designation of the number of occupants to be accommodated on every floor and in all rooms and spaces.

3. The permit applicant shall submit shop drawings for fire protection system that indicates conformance with the Uniform Construction Code in accordance with the following:

i. The shop drawings shall be approved by the building code official before the start of system installation.

ii. The shop drawings must contain the information required by the referenced installation standards contained in Chapter 9 of the “International Building Code”.

(g) Construction documents shall contain the following information related to the exterior wall envelope:

1. Description of the exterior wall envelope indicating compliance with the Uniform Construction Code.

2. Flashing details.

3. Details relating to intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane and details around openings.
- (h) Construction documents shall contain a site plan that is drawn to scale. Site plan requirements include all of the following:
1. The size and location of new construction and existing structures on the site.
 2. Accurate boundary lines.
 3. Distances from lot lines.
 4. The established street grades and the proposed finished grades.
 5. If the construction involves demolition, the site plan shall indicate construction that is to be demolished and the size of location of existing structure and construction that will remain on the site or plot.
 6. Location of parking spaces, accessible routes, public transportation stops and other required accessibility features.
- (i) A permit applicant shall submit certifications required in the “International Building Code” for construction in a flood hazard area to the building code official.
- (j) A permit applicant shall identify, on the application, the name and address of the licensed architect or engineer in responsible charge. The permit applicant shall notify the building code official in writing if another licensed architect or engineer assumes responsible charge.
- (k) The permit applicant shall describe an inspection program; identify a person or firm who will perform special inspections and structural observations if section 1704 or 1709 of the “International Building Code” requires special inspections or structural observations for the construction. (Complete UCC-6 form if applicable)
- (l) A building code official may waive or modify the submission of construction documents that are not required to be prepared by a licensed architect or engineers, or other data if the nature of the work applied for does not require review of construction documents or other data to obtain compliance with the Uniform Construction Code. The building code official **may not waive the submission of site plans that relate to accessibility requirements.**
- (m) An applicant for a annual permit under § 403.42(f) shall complete an application and provide information regarding the system that may be altered and the date that approval was previously provided for the approved electrical, gas, mechanical or plumbing installation.
- (n) A permit applicant shall comply with the permit, certification or licensure requirements of the following laws applicable to the constructions.
1. The Boiler and Unfired Pressure Vessel Law (35 P.S. §§ 1331.1 – 1331.19).
 2. The Propane and Liquefied Petroleum Gas Act (35 P.S. §§ 1329.1 – 1329.19).
 3. The Health Care Facilities Act.
 4. The Older Adult Daily Living Centers Licensing Act (62 P.S. §§ 1511.1 – 1511.22).
- (o) The permit applicant must sign the application.
- (p) If the permit applicant is not the owner, they must submit a letter of approval from the Landlord/Owner of the property for which application is made.

Required Commercial Permits

Building	An individual permit shall be obtained for each
Electrical	applicable trade for which work is being conducted.
Mechanical	Plumbing {issued by Allegheny County Health Dept}
Fire Alarm Systems	Signage {issued by Robinson Twp Zoning Dept}
Fire Suppression Systems	
Low Voltage Systems	
Swimming Pools	
Demolition	

Required Commercial Inspections- UCC 403.45.Inspections

- (1) General building under § 401.7(6) (relating to certification category specification for building inspector).
- (2) Electrical under § 401.7(7).
- (3) Plumbing under § 401.7(9).
- (4) Accessibility under § 401.7(11).
- (5) Fire protection under § 401.7(6).
- (6) Mechanical under § 401.7(8).
- (7) Energy conservation under § 401.7(10)

For a description of the listed inspections see:

<http://www.portal.state.pa.us/portal/server.pt?open=514&objID=552942&mode=2#4017>

WARNING: IT IS THE RESPONSIBILITY OF THE CONTRACTOR OR OWNER PERFORMING THE WORK, TO CONTACT THE INSPECTOR WITHIN THE TIME STATED ABOVE. FAILURE TO NOTIFY THE INSPECTOR OR WORK DONE WITHOUT INSPECTIONS WILL BE SUBJECT TO REMOVAL. INSPECTION NOTIFICATION LESS THAN THE TIME STATED ABOVE, OR REQUESTED EVENING OR WEEKENDS, WHEN AVAILABLE, WILL BE SUBJECT TO AN ADDITIONAL FEES. AN OCCUPANCY PERMIT WILL NOT BE ISSUED UNLESS ALL INSPECTIONS HAVE BEEN MADE AND CONFIRMED BY THE CODE OFFICAL.

To expedite the process, submittal documents should be forwarded directly to the township's appointed Plans Reviewer.

Joe Niedermeyer - Building Code Official (BCO)

If an alarm and/or sprinkler system are being installed or modified the Contractor must register with the Township and all shop drawings must be submitted to the township's appointed Fire Code Official for approval.

John Barnett
Plans Examiners, Inc.
1000 Church Hill Road, Suite 210
Pittsburgh, PA 15205

Phone 412 787-1510
FAX 412 489-5957
E-mail jbarnett@plans-examiners.com

Upon approval of the Plans Review, the applicant can come into the Township office to receive the executed Building Permit. **The Permit should be prominently displayed at the construction site along with 1 set of approved plans.**

NOTE: All Contractors must provide a Certificate of Liability Insurance prior to obtaining a building permit. Certificate holder should have Township of Robinson / Plans Examiners Inc. at 1000 Church Hill Road, Pittsburgh, PA 15205 or 2 separate certificates.

Once a permit is issued, **no** deviations from the plot plan or approved construction documents can be made without prior approval from the Building Inspector or Code official.

The applicant will receive an Inspection Checklist with the permit. This lists certain required inspections as well as the order in which they should be made and must be available for all applicable inspectors to sign. Please call at least 48 hours in advance for any required inspections. In Allegheny County, plumbing inspections are made by the Allegheny County Health Department. All electrical inspections **MUST** be performed by a Pennsylvania state certified inspector. If using an inspector who is not on our approved list, that inspector must provide his certification information, and an insurance certificate listing the Township of Robinson as additionally insured in the amount of 1 million dollars (errors and emissions).

All dirt, mud, soil or other debris deposited on any public street shall be removed immediately so as not to create a traffic hazard. A driveway of #4 size slag from the street to the building line shall be installed and traffic from the street onto the property shall be limited to the driveway.

Open burning of any material is not permitted in Robinson Township except when permitted by the Allegheny County Health Department rules & regulations.

Permitted working hours in Robinson Township are as follows:

Monday through Saturday - 6:00 AM to 8:00 PM

NO work is permitted on Sundays or Legal Holidays

Feel free to call our office with any questions you may have at 412 788-8117.

Our working hours are 8:00 AM to 4:00 PM Monday through Friday.

1. Work shall be installed in accordance with the approved construction documents. The permit holder shall submit a revised set of construction documents for approval for changes made during construction that are not in accordance with the approved construction documents.

WARNING: WORK WHICH IS STARTED WITHOUT AN APPROVED PERMIT WILL BE STOPPED BY OUR INSPECTORS UNTIL SUCH TIME DOCUMENTATION CAN BE PROVIDED TO THE TOWNSHIP, INDICATING COMPLIANCE.

Note: In order to accommodate construction schedules please allow 20 business days for the review and permitting process.

Z:\PEIForms\Robinson Township\Commercial Building Permit Guidelines modified 2-3-10