

BUILDING PERMIT REQUIREMENTS

Bethel Township has adopted Ordinance #162 which in turn adopts the Uniform Construction Code and amendments. Therefore, all building permit applications for residential and commercial construction must comply with the Uniform Construction Code Administrative and Enforcement Regulations of The Uniform Construction Code, Act 45 of 1999 of the Commonwealth of Pennsylvania.

RESIDENTIAL PERMITS AND INSPECTIONS:

1. Submit a completed Zoning Permit Application with all required information and plot plan, if applicable.
 - a. All plot plans are to show all structures and all distances to all property lines.
2. Submit a Land Disturbance Permit Application, if required by Ordinance No. 143.
3. A completed Building Permit Application and all related items to the project must be submitted.
4. A completed Plumbing Permit Application, if applicable.
5. A completed Mechanical Permit Application, if applicable.
6. A completed Electrical Permit Application with electrical plans, if applicable.
7. A contract signed by the owner and contractor to include all labor and material charges.
8. Submit all construction drawings of the proposed structure to be built for plan review.
9. All contractors and sub-contractors must be licensed with Bethel Township and submit insurance certificates.
10. Finished basements require a second means of egress.
11. All permits require a \$5.00 UCC (Uniform Construction Code) fee.
12. Two (2) copies of all plans/drawings must be submitted.

**** Failure to complete all above items will result in a delay for the permit being processed and issued ****

REQUIRED INSPECTIONS:

1. Please see the attached UCC Inspection Procedure list.
2. All Construction and/or Shop drawings will be required prior to scheduling the Framing inspection.
3. If applicable, a Grading Inspection for a Land Disturbance Permit (Ordinance No. 143) will be required prior to the issuance of a Certificate of Occupancy.
4. A Certificate of Occupancy will be issued after all inspections are signed off by all parties that have performed the required inspections for the occupancy request.
5. The International Residential Code 2018 and the International Building Code 2018, including all references, applies to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal, and demolition of detached one (1) and two (2) family dwellings and multiple single-family dwellings, no more than three (3) stories in height with a separate means of egress and their accessory structures, and all commercial work.

6. All new and existing Residential and Commercial structures and/or dwellings, additions, renovations, alterations, repairs, replacements, enlargements, relocation, demolition, accessory structures, use and occupancy, plumbing, electrical, mechanical, etc. shall comply with the 2018 I.C.C. Codes; All requirements under the Pennsylvania Construction Code Act 45; and all Zoning Ordinances and adopted Construction Codes of Bethel Township.
7. All sheds, fences, and accessory structures require a Zoning Permit, even if they are exempt from a Building Permit. However, plumbing, electrical, and mechanical permits are required if these items are installed, even if a Building Permit is not required.

POLICY REQUIREMENTS:

1. All inspection requests must be made forty-eight (48) hours in advance by phone at (610) 459-1529 x2, faxed to (610) 459-2921, or emailed to code.secretary@betheltwp.com.
2. All structures must be clean and free of all construction materials and safety standards met.
3. All items that need to be corrected must be done and re-inspected before any other work may be performed.
4. All permit fees are to be paid as per the current Fee Schedule of Bethel Township, with all fees being paid at or prior to issuance of all permits.
5. **Note** – there are special exclusions from the Uniform Construction Code, however, that does not exclude them from Bethel Township Zoning Permit requirements.

Please contact the Code Department at (610) 459-1529 x2 or by fax at (610) 459-2921 for questions or information regarding the above requirements

BETHEL TOWNSHIP
UNIFORM CONSTRUCTION CODE INSPECTION PROCEDURE

Phone: 610-459-1529 x2 Fax: 610-459-2921



1. 911 ADDRESS and/or BLOCK and LOT are not posted at street frontage.
 2. **APPROVED PLANS** are not on job site.

**** ORDER OF INSPECTIONS REQUIRED ****

- ☐ **Footing** – Before footings are poured.
- ☐ **Foundation** – Before backfilling, the following must be done: Exterior perimeter subsoil drains shall be in place and anchor bolts and/or straps approved. All left open for approval.
- ☐ **Pre Slab** – Stone and plastic in place as per IRC.
- ☐ **Weather Barrier** – When rigid insulation, window/door flashing, house wrap, siding underlayment, weep screed is installed (before siding).
- ☐ **Rough Electrical** – Done and approved before framing inspection scheduled.
- ☐ **Rough Plumbing** – Done and approved during framing inspection scheduled – Includes pressure tests for water and DWV.
- ☐ **Rough Mechanical** – Done and approved during framing inspection scheduled.
- ☐ **Framing** – During rough plumbing and rough mechanical approval, includes fire stopping material.
- ☐ **Sprinkler System** – If applicable, rough inspection and final inspection.
- ☐ **Insulation** – Ceilings (R-49), walls (R-21), perimeter joist (R-19) prior to sheetrock.
- ☐ **Final Electrical** – Done and approved before final inspection scheduled.
- ☐ **Blower Door Test** – Done before final building and must have report at final inspection.
- ☐ **Final Mechanical** – Same time as final plumbing and final building.
- ☐ **Final Plumbing** – Same time as final mechanical and final building.
- ☐ **Final Building** – ENTIRE PROJECT COMPLETE INCLUDING FINAL GRADE.
- ☐ **Smoke Detectors/CO Detectors** – Located throughout the dwelling per IRC §314 and §315.

The following paperwork is mandatory and MUST be completed before a C.O. can be issued, if applicable:

- ☐ **Water and Septic or Sewer** approvals from the Bethel Township Sewer Authority.
- ☐ **Soil Conservation** approval, if required.
- ☐ **Township Engineer** approval, when applicable.

NO WORK IS PERMITTED TO BE CONCEALED UNTIL APPROVED BY THE INSPECTOR.

FORTY-EIGHT (48) HOURS MINIMUM ADVANCED NOTICE IS REQUIRED FOR ALL INSPECTIONS.

NO INSPECTIONS ON SATURDAYS, SUNDAYS, OR HOLIDAYS.

FINAL INSPECTION FOR A CERTIFICATE OF OCCUPANCY IS THE RESPONSIBILITY OF THE HOMEOWNER OR BUILDER. FAILURE TO OBTAIN A CERTIFICATE OF OCCUPANCY OR CERTIFICATE OF APPROVAL MAY RESULT IN A \$2,000.00 PENALTY ASSESSMENT. NO FURNITURE, PERSONAL ARTICLES, OR THE USE OF ANY PART OF THE BUILDING IS PERMITTED UNTIL INSPECTED AND APPROVED BY THE ENFORCING AGENCY. ANY SUCH ACTION WILL CONSTITUTE OCCUPANCY WITHOUT A CERTIFICATE.