

BETHEL TOWNSHIP
DELAWARE COUNTY
1092 BETHEL ROAD
GARNET VALLEY, PA 19060

Phone: (610) 459-1529

Fax: (610) 459-2921

www.betheltwp.com

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. All permit applications will follow the guidelines of Section 403.62a of the Rules and Regulations of the Uniform Construction Code Administrative and Enforcement Regulations.
2. A completed application for Plan Examination/Building Permit Application and all related items to the project must be submitted.
3. A completed Plumbing Permit Application, if applicable.
4. A completed Mechanical Permit Application, if applicable.
5. A completed Electrical Permit Application with electrical plans, if applicable.
6. All permits require a \$5.00 UCC (Uniform Construction Code) fee.
7. Submit all Construction drawings of the structure to be built for plan review.
8. Finished basements require a second means of egress.
9. Submit a Pennsylvania Contractors registration number.
10. Submit a completed Zoning Permit Application with all required information and PLOT PLAN.
11. Submit a Land Disturbance Permit Application if required by Ordinance No. 143.
12. All plot plans are to show all structures and all distances to all property lines.
13. Two (2) copies of all documents must be submitted.
14. Failure to complete all above items will result in a delay for the permit being processed and issued.
15. United Inspections will do all Electrical Inspections and can be contacted by phone at (610) 399-5094.

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, faxed to (610) 459-2921, or emailed to code.secretary@betheltwp.com.
2. All information must appear on the inspection request: Name of development, lot number, address, and type of inspection requested.
3. All structures must be clean and free of all construction materials and safety standards met.
4. All items that need to be corrected must be done so and re-inspected before any other work may be performed.
5. All permit fees are to be paid as per the Fee Schedule of Bethel Township Resolution 2022-05, with all fees being paid at or prior to issuance of all permits.
6. **Note** – there are special exclusions from the Uniform Construction Code, however, that does not exclude them from Bethel Township Zoning Permit requirements.
7. All occupancy requests must be in writing and contain the following information:
 - a. Permit Number and address of the residential building.
 - b. Name and address of the owner of the residential building.
 - c. A description of the portion of the residential building covered by the occupancy permit.
 - d. If an automatic sprinkler is provided.
 - e. Any special stipulations and conditions relating to the building permit.
8. Two (2) copies of all documentation must be submitted.

Please contact the Building Department at (610) 459-1529 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

 **INSPECTIONS WILL NOT BE MADE IF:** 

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.
- 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 with framing and final building inspections.
- Insulation** – Ceilings (R-49), walls (R-21), perimeter joist (R-19) (under floor or walls of crawlspace) prior to sheetrock.
- Final Electrical** – Done and approved before final inspection scheduled.
- 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.

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.