



# APPLICATION FOR RESIDENTIAL PLAN EXAMINATION AND PERMIT

**APPLICANT INSTRUCTIONS:** Complete all applicable sections of this application to include any work being proposed. Attach 2 copies of Site Plans, Construction Plans, and Project Narratives. Provide full scope of work on application, any supplemental diagrams or specifications and include telephone numbers and emails. Provide certificates of insurance, PA HIC Numbers and LMT license Numbers(when applicable) for ALL CONTRACTORS listed on the application. **PLEASE PRINT SINGLE SIDED ONLY.**

## 1. PERMIT AND PROPERTY INFORMATION

Application Date:  / /	Permit Type:  <input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Other (See item 9)	Is Owner the Applicant?  <input type="checkbox"/> Yes <input type="checkbox"/> No
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Street Address	City	Zip Code	Suite #	Zoning District
Subdivision	Lot Number	Parcel Type <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Other		

## 2. OWNER INFORMATION

Owner Name	Email	Phone	
Street Address	City	State	Zip

## 3. CONTRACTORS INFORMATION

	NAME	ADDRESS	PA HIC Number	Phone & Email
Applicant				
General Contractor				
Electrical				
Plumbing				
Sewer				
Mechanical				
Fire Alarm				
Other				

## 4. CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME OF APPLICANT

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
EMAIL ADDRESS

### 5. BUILDING PERMIT INFORMATION

<b>Application For:</b> <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Structural Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Accessory Building $\geq$ 250 sf <input type="checkbox"/> Temporary Building <input type="checkbox"/> Solar Panels <input type="checkbox"/> Pool/Hot Tub <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Sign <input type="checkbox"/> _____	<b>Proposed Use:</b> <input type="checkbox"/> One Family <input type="checkbox"/> Two Family <input type="checkbox"/> Townhome <input type="checkbox"/> Multi-Family <input type="checkbox"/> Place of Assembly <input type="checkbox"/> Business (Office) <input type="checkbox"/> Educational <input type="checkbox"/> Manufact. or Industrial <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Institutional <input type="checkbox"/> High Hazard <input type="checkbox"/> Retail (Store) <input type="checkbox"/> _____	<b>Construction Type:</b> <b>Structural Frame:</b> <input type="checkbox"/> Steel <input type="checkbox"/> Masonry <input type="checkbox"/> Concrete <input type="checkbox"/> Wood <input type="checkbox"/> Other  <b>Exterior Walls:</b> <input type="checkbox"/> Steel <input type="checkbox"/> Masonry <input type="checkbox"/> Concrete <input type="checkbox"/> Wood <input type="checkbox"/> Other	<b>Structure Information:</b>  No. of Units _____ # of Stories _____ Building Height _____ ft. Gross Floor Area * _____ sq. ft.  *See attached GFA Calculation Guide  Use Classification _____ Construction Type _____ Occupant Load _____
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Lot Width: _____ Ft.	Lot Area: _____ Sq. Ft.	<b>Proposed Building</b>	Front: _____ Ft.
Lot Depth: _____ Ft.	Building Coverage: _____ Sq. Ft.	<b>Setbacks:</b>	Rear: _____ Ft.
Building Width: _____ Ft.	Accessory Coverage: _____ Sq. Ft.		Right Side: _____ Ft.
Building Depth: _____ Ft.	Impervious Coverage: _____ %		Left Side: _____ Ft.

**Detailed Description of Work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Cost of Construction- \$ \_\_\_\_\_

*\* Attach all required supplemental documents, plans and specifications and submit with this application*

### 6. ELECTRICAL PERMIT INFORMATION

<b>Electrical Work</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		Total Service: _____ amps.	
# of Circuits: _____ 2 wire	_____ 3 wire	_____ 4 wire	Number of Service Outlets: _____ 120 V
<b>PPL #</b> _____			_____ 240 V
<b>Power Devices</b>	<b>No.</b>	<b>Output/Load</b>	<b>Power Devices</b>
1    Receptacles		7	Hot Tub/Spa
2    Lighting		8	Solar Panels
3    Switches		9	Signs
4    Thermostats		10	Generator
5    Heat Pump/Furnace		11	Sub-Panels
6    Central A/C		Total Number of Motors	
Other Work not provided for above: _____			
LMT License # _____		Electrical Work Est. Value	\$ _____

**7. PLUMBING PERMIT INFORMATION**

<b>Plumbing Work</b> <input type="checkbox"/> Yes <input type="checkbox"/> No							
<b>Enter the Number of Fixtures Being Installed</b>							
Tubs>Showers		Laundry Tubs		Water Pumps		Water Line	
Shower Stalls		Dishwashers		Grease Traps		Sewer Line	
Lavs/Bath Sink		Washing Machine		Bidets			
Toilets		Drinking Fountains		Back Flow Preventers			
Urinals		Floor Drains		Expansion Tank			
Sinks		Water Softeners		Other			
Water Heaters		Sewage Ejectors					
Public Water: Y    N    Public Sewer: Y    N    On-Lot Permit #: _____							
<i>* ATTACH HOUSE DRAIN AND PLUMBING INSTALLATION PLAN TO PERMIT APPLICATION (RESIDENTIAL ONLY)</i>							
LMT License # _____				Plumbing Work Est. Value \$ _____			

**8. MECHANICAL PERMIT INFORMATION**

<b>Mechanical Work</b> <input type="checkbox"/> Yes <input type="checkbox"/> No							
<b>Enter the Number of New Units</b>							
Forced Air Furnace		Refrigeration Unit		Natural Gas - Piping			
Air Conditioning Units		Boiler/Water Heater		Ventilation Fan			
Gas/Oil Conversion		Split System A/C		Clothes Dryer			
Wall Heater		Electric Heat Pump		Range Hood			
Unit Heater		Commercial Exhaust Hood		Tank - Removal/Install			
Air Handling Unit		Fireplace - Solid/NG Fuel Fired		Other-			
Type of Heating Fuel (check one) <input type="checkbox"/> Natural Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Coal <input type="checkbox"/> LPG <input type="checkbox"/> Other _____							
Duct Supply R-Value: _____				Mechanical Work Est. Value \$ _____			
Duct Return R-Value: _____							

**9. OTHER REQUIRED PERMIT INFORMATION**

<b>Permit Type:</b> _____ <b>Description of Work:</b> _____ _____ _____ _____ _____ _____ _____ _____ <div style="text-align: right;">           Est. Value \$ _____         </div>
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10. FEES AND APPROVALS

Approval:	REVIEWER	N/A	DENIAL	DATE	Review Fees:	
<input type="checkbox"/> ZONING	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> Plan Review	\$ _____
<input type="checkbox"/> BUILDING	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> Re-Review Fee	\$ _____
<input type="checkbox"/> ELECTRIC	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<b>Total</b>	<b>\$ _____</b>
<input type="checkbox"/> PLUMBING	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<b>Permit Fees:</b>	
<input type="checkbox"/> MECHANICAL	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> Building	\$ _____
<input type="checkbox"/> SEO	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> Electrical	\$ _____
<input type="checkbox"/> PUBLIC WORKS	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> Plumbing	\$ _____
					<input type="checkbox"/> Mechanical	\$ _____
					<input type="checkbox"/> Other	\$ _____
<input type="checkbox"/> Sewer Allocation: Y / N _____ Date					<b>Total</b>	<b>\$ _____</b>
<input type="checkbox"/> Sewer Tapping: Y / N _____ Date						
<input type="checkbox"/> Workers Comp: Y / N _____						
<input type="checkbox"/> Other: _____						

**Approval Conditions:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PERMIT ISSUED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

If not picked up by the Applicant, Building Permit becomes invalid one-hundred and eighty (180) days after approval.

# LOWER MACUNGIE TOWNSHIP

## Residential House Drain and Plumbing Installation Plan

3rd Floor
2nd Floor
1st Floor
Basement

Address \_\_\_\_\_



This is to certify that the Plumbing Detail under this permit has been found in accordance with the approved plans and specifications in compliance with the 2015 IRC

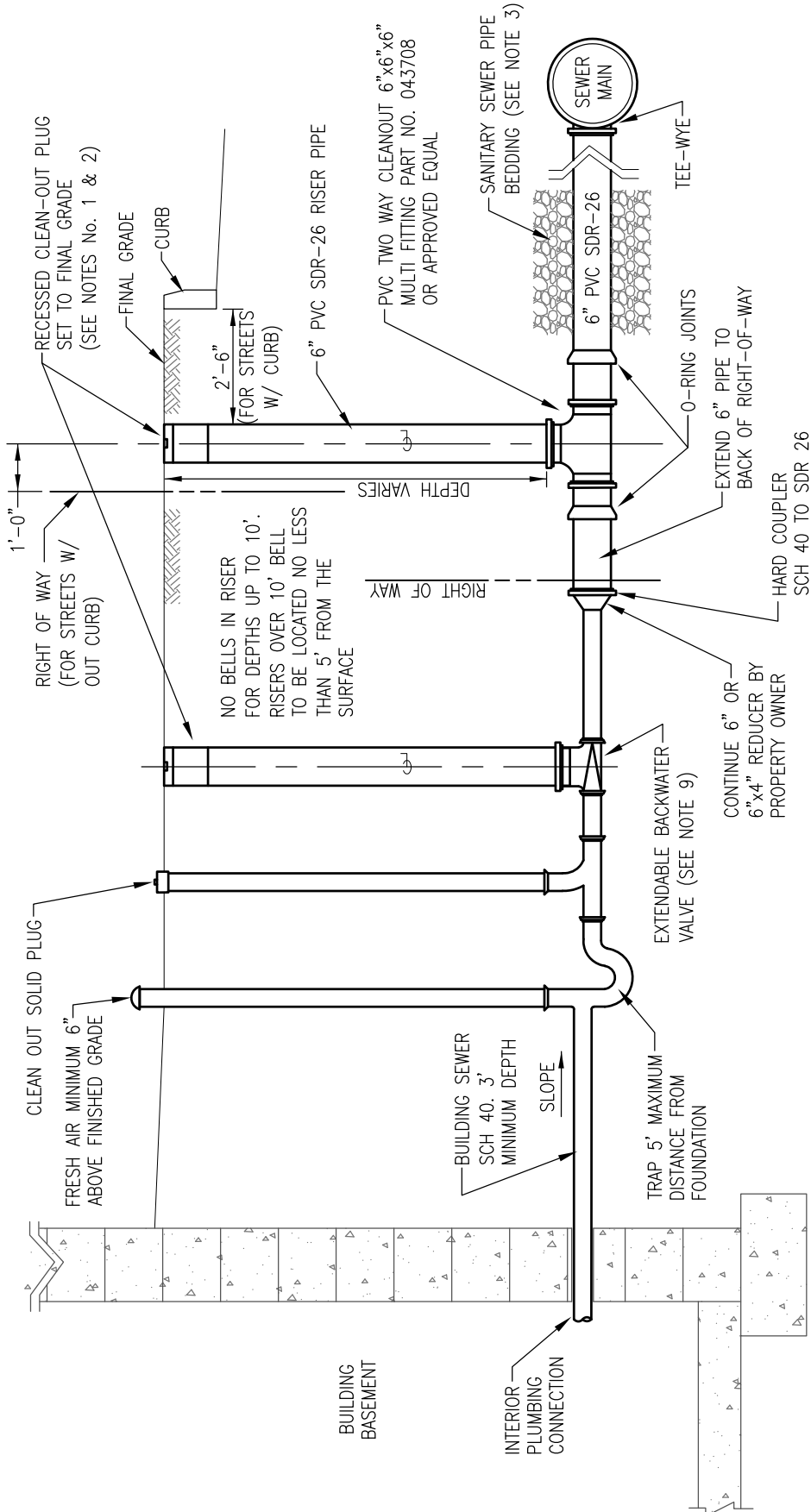
Inspector \_\_\_\_\_

Date \_\_\_\_\_

Pavement \_\_\_\_\_

Street \_\_\_\_\_





**NOTES:**

1. PROVIDE A CLEAN-OUT FRAME AND COVER IF CLEAN OUT IS INSTALLED IN A MACADAM OR CONCRETE DRIVE OR AREAS WITHOUT CURB (SEE CLEAN-OUT FRAME AND COVER DETAIL)
2. CLEAN-OUT HOUSING AND PLUG TO BE 6" PANELLA CLEAN-OUT WITH BRASS PLUG AND GASKET FROM FOX FOUNDRY & SUPPLY, OR APPROVED EQUAL
3. ALL PIPE IS TO BE BEDDED AND SURROUNDED BY 6" OF FIRMLY PACKED #2 (2B) CRUSHED STONE.
4. A 90 DEGREE BEND OR LONG ELBOW IS REQUIRED FOR TRAP CONFIGURATION ONLY. ALL OTHER 90 DEGREE BENDS WILL REQUIRE TWO 45 DEGREE BENDS WITH A MINIMUM OF 12" SEPARATION.
5. FOR LONG LATERALS A CLEAN-OUT MUST BE INSTALLED EVERY 100 FT.
6. 4" OR 6" SERVICE SEWER PERMITTED FOR SINGLE FAMILY RESIDENTIAL CONNECTIONS.
7. ALL COMMERCIAL MUST BE AT LEAST 6"
8. SCH40/SDR GASKET TRANSITION COUPLING MUST BE USED TO CONNECT SCH 40 BUILDING SEWER TO PVC SDR-26 LATERAL PIPE.

9. ALL NEW SEWER SERVICES SHALL HAVE A BACKWATER VALVE TO PREVENT SEWER BACKUPS. VALVES CAN BE INSTALLED ON THE EXTERIOR BUILDING SEWER, OR IN THE BUILDING ON THE SEWER DISCHARGE PLUMBING. THIS DETAIL SHOWS THE EXTERIOR APPLICATION. ALL VALVES SHALL BE ACCESSIBLE FOR ACCESS AND MAINTENANCE. SEE SEWER DESIGN STANDARDS FOR VALVE REQUIREMENTS.



**CKS ENGINEERS**  
 4259 W. Swamp Road  
 Suite 410  
 Doylestown, PA 19022  
 www.cksendr.com  
 215.340.0600

Rev. No.	Date	Description
<b>DETAIL</b>		
<b>SEWER SERVICE INSTALLATION</b>		
Lower Macungie Township    Lehigh County,    Pennsylvania		
Date:	Scale:	Drawn By:
7-1-20	N.T.S.	CJ
		Checked By:
		JUN
		Plan No.
		12501-51
		Sheet No.
		1 OF 1



## **RESIDENTIAL BUILDING PERMIT**

### **SUBMISSION CHECKLIST**

- Signed Application with all applicable parts completed:
  - Building, Electric, Plumbing, Mechanical and Sewer Connection
  
- 2 Plot Plans showing the setback distance from proposed structure to property lines and any easements along with a signed plot plan submission form when applicable (please contact us to see if a plot plan for your property is on file)
  
- 2 sets of building plans, specifications, REScheck, plumbing schematic, electric layout, mechanical information and any other necessary information relevant to the submission
  
- 4 sets sealed PA Engineered Plans for individual on lot grading plans of new homes and in-ground pools
  
- Certificate of Workman's Compensation Insurance naming Lower Macungie Township as certificate holder *or* notarized waiver form
  
- Current proof of registration with the state Attorney General as a Home Improvement Contractor
  
- Approved wastewater allocation (*If applicable*)
  
- Sprinkler form, signed; 2 sets of sprinkler designs required for review by plumbing inspector when owner/buyer requests installation (*If applicable*)
  
- Copy of Zoning Hearing Board decision if variance was required (*If applicable*)



## **RESIDENTIAL PERMIT REQUIREMENTS**

**BUILDING:** New construction, additions, structural alterations or demolition of residential structures. Construction prints and plot plans must accompany permit application for review & approval by Zoning and Building inspector prior to issuance of permit.

**All Home-Improvement Contractors must provide proof of current PA Registration with the State Attorney General and current Workers Compensation Insurance.**

- Please see next page for a list of Required Inspections

**ELECTRICAL:** New construction, additions & alterations. Service updates/repairs. New Installations: Pools (above & in ground), Furnaces (oil & gas), Spas, Hot Tubs, Heat Pumps, and A/C units.

**Inspections Required:**

1. **Rough** – Prior to building frame – trench inspection prior to backfill
2. **Final** – After all equipment/fixtures have been installed.
3. **Service** – New hook-up or upgrade of existing service – **PPL job number required**

***Licensed Electricians must secure a business license with Lower Macungie Township, renewable each year, in order to perform work in the Township.***

**MECHANICAL:** New construction, Furnaces (oil & gas), ductwork; heating, cooking, refrigeration, etc.

**Rough and final inspections required**

**PLUMBING:** New construction, additions & alterations. Sanitary sewer connections. Sprinklers when required.

**Inspections Required:**

1. **All Underground** plumbing including water and sewer connections
2. **Rough** – Prior to building frame – Supply & drain lines under test, sprinklers
3. **Final** – All fixtures/equipment installed including water meter

**ON-LOT SEPTIC:** New systems & repairs; Site investigation testing (perc test & soil probes).

**Inspections Required:** As required for new septic systems and repairs (please contact the Township SEO for additional questions); perc tests; probe tests

**Call 610-966-4343 ext. 121 to schedule on-lot septic inspections**

***Licensed Plumbers must secure a business license with Lower Macungie Township, renewable each year, in order to perform work in the Township.***

**ADDITIONAL ZONING PERMIT REQUIREMENTS:** Home Occupation, Driveways (new or expansion), Fences, Grading, Sheds, Oil Tanks (in-ground/above ground), Timber Clearing. Other permits may be necessary as this is not a complete listing.

**FOR MORE INFORMATION PLEASE CALL 610-966-4343 ext. 133 or 134**

**Permit Office Hours - 8 A.M. TO 4:15 P.M. MON-FRI.**

**MINIMUM OF 48-HOUR NOTICE FOR SCHEDULING OF INSPECTIONS**





# **REQUIRED RESIDENTIAL INSPECTIONS**

## **NEW CONSTRUCTION**

- **FOOTING INSPECTION - SOIL EROSION METHODS IN PLACE**
  - a. Footing –qty. 2 #4 Reinforcement Bar in place –Formed & ready for concrete
  - b. Must be virgin soil; Engineered soil tests when required; Must be approved by building inspector on site or prior to inspection
  - c. Frost line 36 inches
  - d. Piers to be dug or formed to final grade with post mechanical attachment present
- **FOUNDATION WITH REINFORCEMENT INSPECTION (When Required)**
  - a) Inspection prior to pour
- **FOUNDATION INSPECTION BEFORE BACKFILL**
  1. After concrete forms are removed
  2. Tie holes plugged
  3. Wall coated with damp proofing
  4. Straps/Bolts placed for Sill Plates
  5. Submit Foundation Plan As-Built for review by Twp. Engineer
- **FRAMING INSPECTION (Rough-In Inspections)**
  1. Rough electric, plumbing, sprinklers (if applicable) mechanical, fire-stopping and fire caulking must be completed prior to building framing inspection.
  2. Water, gas and sewer must be under test during rough inspections.
  3. Approved plans must be on site
- **INSULATION**

Prior to wall covering. Windows must have U-factor value stickers attached. ResChecks must be on site. (Note: Building must be watertight)
- **WALLBOARD**

Glued and screwed, prior to spackling & painting.
- **ON-LOT GRADING**

Builders shall submit a final as-built plan and property pin certification to the Township 1 week prior to requesting a final grading inspection. Final on-lot grading inspection by Twp. Engineer must be approved. Call CKS Engineers to schedule this inspection at 215-340-0600.
- **FINAL INSPECTION**

Final Building, Electric, Plumbing, Sprinklers (if applicable) & Mechanical must be approved prior to Issuance of C of O.

Curb Side Cleanouts must be cut to grade & capped prior to final plumbing inspection. Job must be complete with all appurtenances operational prior to Occupancy. Driveways paved to binder course. (\$500 escrow paid for Temporary C of O)

**UCC Certificate of Occupancy must be issued BEFORE occupancy.**

**MINIMUM OF 48-HOUR NOTICE FOR SCHEDULING OF INSPECTIONS**

## Gross Floor Area (GFA)

The Gross Floor Area is defined by the *2015 International Building Code* as:

*The floor area within the inside perimeter of the exterior walls of the building under consideration, exclusive of vent shafts and courts, without deduction for corridors, stairways, ramps, closets, the thickness of interior walls, columns or other features. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above. The gross floor area shall not include shafts with no openings or interior courts.*

## Commercial Building Permits - What should I include in my GFA?

Generally, the Gross Floor Area (GFA) is the sum of the floor areas of the spaces within the building, including basements, attics with a min. headroom of 6', mezzanine and intermediate-floored tiers.

Measurements must be taken from the exterior faces of exterior walls, from the centerline of walls separating buildings or from the centerline of walls separating spaces. Excludes non-enclosed (or non-enclosable) roofed-over areas, such as exterior covered walkways, porches, terraces or steps, roof overhangs, and similar features. Typically, the GFA excludes air shafts, pipe trenches, chimneys and floor area dedicated to the parking and circulation of motor vehicles.

The included list is typical examples and is not all inclusive to each individual project. If you have further questions please contact the permit department at 610-966-4343.

Include in GFA:	Do not include in GFA:
<ul style="list-style-type: none"> <li>• Lobbies</li> <li>• Tenant Areas</li> <li>• Common Areas</li> <li>• Clubhouses</li> <li>• Meeting Rooms</li> <li>• Break Rooms</li> <li>• Atriums (count the base level only)</li> <li>• Restrooms</li> <li>• Elevator Shafts</li> <li>• Stairwells</li> <li>• Mechanical Equipment Areas</li> <li>• Basements</li> <li>• Storage Rooms</li> <li>• Laundry Rooms</li> </ul>	<ul style="list-style-type: none"> <li>• Exterior spaces</li> <li>• Balconies</li> <li>• Exterior Loading Docks</li> <li>• Driveways</li> <li>• Covered Walkways</li> <li>• Outdoor Courts (Tennis, Basketball, etc.)</li> <li>• The interstitial plenum space between floors (which house pipes and ventilation)</li> <li>• Crawl Spaces</li> <li>• Attics under 6' in height</li> <li>• Parking</li> </ul>

## Residential Building Permits - What should I include in my GFA?

All listed fees containing a square foot of GFA pricing will be computed on a calculated square footage basis as measured outside to outside dimensions of all levels of the structure and shall include basements, bays, hallways, stairways, utility rooms, storage rooms, attached garages, foyers, decks, balconies and attics that have a minimum headroom height of 6 feet.