

TOWNSHIP OF CONCORD

DELAWARE COUNTY
689 SMITHBRIDGE RD., GLEN MILLS, PA 19342

BOARD OF SUPERVISORS

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MEETING NIGHT - 1ST TUESDAY



ROBERT J. WILLERT
TOWNSHIP MANAGER

HUGH A. DONAGHUE
TOWNSHIP SOLICITOR

TO: ALL CONTRACTORS / ALL APPLICANTS

FROM: Manos Kavadias, Director of Code Enforcement

SUBJECT: Order of Inspections

DATE: May 15, 2007

NOTE: All inspections require a **48 hours notice**. Calls **MUST** be made to Maureen Kelly's attention. **Developers must fax their requests (610- 459-8917)**

1. Pre-footing form and soil inspection. Depending on soil conditions contractor might be required to provide for a Geotechnical consultant to verify sub grade.
 - a. Wall prep and pour, (cmu or cast concrete). Cast concrete must be placed in strict adherence to ACI requirements and guidelines.

All Buildings including Single Family Dwellings require a "Foundation As-Built" plan to be submitted and approved by Township Engineer before backfill and or framing inspection.

2. Exterior Water proofing/Damp proofing. Contractor would be required to submit letter from a Geotechnical consultant if WATERPROOFING is not provided.
 - a. Foundation and supporting wall backfill: Compaction @ 8"-10" lifts of approved fill.
3. **RESIDENTIAL:** Framing & Exterior Sheathing; Rough Electrical; Rough Plumbing, HVAC, mechanical and ductwork must be in place; Roof inspection for all Single Family Dwellings and Additions, including installation of a continuous mtl. drip edge along total perimeter and a 24" wide, (min.) layer of ice protection, to be installed along all eave lines.
COMMERCIAL: All framing elements must be present, depending on the project's scope additional inspections and certifications might be required by the design professional. Rough, Electrical and Plumbing as well Mechanical work must also be present. C.T. F.M. also requires inspection of all sprinkler systems work.

TESTING

All drain lines shall be tested as follows: 5psi for 24 hrs.

All supply lines shall be tested as follows: 100psi for 24 hrs. – NOTE: All CPVC water supply systems must be filled with water prior to air testing

All gas line systems shall be tested as follows: 15psi for 24 hrs.

Please be additionally advised that third party agency approval and *municipal cut card* submittals for electrical work will no longer be required, as the Township will be providing its own certifications. All contractors are required to contact the Twp. prior to scheduling for a ROUGH FRAMING INSPECTION

4. Interior Insulation, as per Energy Code.

The contractor is required to provide an Energy compliance form at the time of permit submission. Copies of this form must be presented to the inspector at the time of inspection.

a. Exterior damp proofing wrap & pre stucco reinforcement. NOTE: All transition lines between vinyl siding or fascia capping and wall areas to receive stucco or brick must be damp proofed.

5. Final Grading Inspection is required prior to scheduling for Final CERTIFICATE of OCCUPANCY inspection.

Fax request for inspection to Grading Consultant, (check with Engineering Dept.).

6. ACCESSIBILITY C.O. REQUIRED BEFORE TOWNSHIP CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

7. Pre- Certificate of Occupancy Inspection; FINAL INSPECTION, (48 hour notice)

A written request for all pre-Certificate of Occupancy Inspections is required. Such requests may be faxed to the attention of: Maureen Kelly (610) 459 8917

- (a) Final electrical inspection must have taken place prior to scheduling the township for a final inspection.
- (b) Final plumbing inspection will take place at this time.
- (c) Final mechanical inspection shall take place at this time.
- (d) All permits require a final inspection in order to release the certificate of occupancy.
- (e) (PESTICIDE CERTIFICATE REQUIRED for Single Family Dwellings)

8. A Certificate of Occupancy shall be released within 48hrs. after completion of all of the above requirements.

Completing the Building Permit Application

BUILDING PERMITS

ALL APPLICANTS READ AND SIGN BELOW!!!

This standard form, (PA Uniform Construction Code "UCC" - as adopted by Concord Township), applies to everything from new construction to demolition. Some areas of the first page may not apply to your plans.

See attached form concerning HOA 's

Indicate type of improvement under ***D. Proposed Use.***

Sheds: Under 1000 sq. ft. require Zoning Permit Application only.

Pools: Indicate size of pool on form under *D. Proposed Use*. A Separate Electrical Permit is required for Pool Wiring. The township will perform their own electrical inspections, however, the pool company is responsible for "**Pool Bonding**" electrical inspections.

Decks: Indicate size of deck on form under *D. Proposed Use*. Detailed construction plans, showing footings and how deck is to be attached to building, are required to be included.

Workers' Compensation Insurance Coverage Information

The appropriate section must be completed and a copy of Insurance Certificate showing Concord Township as co-insured must be included.

If a contractor with no employees, or a homeowner doing own work, *Section C* must be completed and signed in the presence of a Notary Public.

ORDER OF INSPECTIONS

When calling for inspections, please be prepared to give the permit number, address, and type of inspection. Please allow the appropriate time as noted on the insert.

IV. IDENTIFICATION

Fill in this section completely and sign.

VIII. ZONING PLAN EXAMINERS NOTES

This page is for the use of the ZONING OFFICER only. This is the only page that he reviews, therefore you will need to draw directly on the page:

A plan of your property

Indicate house, proposed shed, pool, other buildings, well, septic, etc. and clearly indicate distances as well as the building envelope.

Sheds can be as close as five feet to the property line if placed at least 10 feet behind the house.

Permit Applications can take 3 weeks to be processed.
No work is to be done prior to the issuance of a permit.

X _____
SIGNATURE OF CONTRACTOR/HOMEOWNER

shedhelp

IF THE PROPERTY WHICH IS THE SUBJECT OF THIS APPLICATION IS SITUATED IN ANY COMMUNITY REGULATED BY A HOMEOWNER'S ASSOCIATION (HOA) THE FOLLOWING MUST BE COMPLETED.

Applicants Name: _____

Address (Subject Property) _____

Community Name: _____

HOA Name: _____

HOA Contact Person: _____

HOA Contact Person Address: _____

Permit will not be issued until fifteen (15) days after proof of mailing of this application to the HOA has been provided.

Proof of mailing means a Return Receipt (Green Card) will be supplied.

Issuance of permit by the Township in no way intimates or suggests that the project has been approved by the HOA and/or that the issuance supercedes the requirements of the HOA. If you build without HOA approval you are proceeding at your own risk.