

Unity Township Commercial Building Permits



Unity Township
Department of Building Safety
154 Beatty County Road
Latrobe, PA 15650
724-539-2546
724-539-1716 – Fax

***** Notice *****

The following is required for all applications:

1. Permit applications received by this office will be processed in accordance with the time specified by the Uniform Construction Code (UCC). For residential applications, this will be within 15 working days. Commercial applications will be within 30 working days. Applications that are incomplete, substandard or lack the required materials will be rejected within the times specified above. Applicants will receive a telephone call from the township for approved applications. Applicants who have had their applications rejected will be contacted by mail or fax. Do not call or email to check the status of an application. *(Note: Applications must be legible and completely filled out. If an item is not applicable, indicate with N/A.)*
2. **No work shall begin on any project until the application is approved and permit is issued and paid for.**
3. **NO TELEPHONE CALLS WILL BE ACCEPTED TO SCHEDULE ANY INSPECTION.** All inspections must be scheduled on the required Inspection Request form. This form may be faxed to this office (724-539-1716) or forwarded to the Township. **No less than five (5) working days is required for all inspection requests.**
4. The Uniform Construction Code can be found on the Department of Labor and Industry's website. The 2009 International Building Codes are available from the International Code Council. All structures must be constructed in accordance with these codes. In order to assure that your application is not returned, please design your building in accordance with these codes.
5. Any failed inspection will be assessed a \$50 reinspection fee. If an inspection results in a failure, a Stop Work Order will be issued. No work with the exception of making the required changes can be done until a new inspection has been completed. Any reinspection must be scheduled by the builder on the required Inspection Request form.
6. Occupancy Permits will only be issued for structures that have **PASSED** all of the required inspections. To obtain an Occupancy Permit, applicants must submit the required form to the Township after the final inspection has been completed. Please be advised that it may take up to five business days for issuance.

Sincerely,

Merle Musick
Building Code Official

Commercial Permit Requirements

- 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.
- Emergency repairs or replacement of equipment may be made without first applying for a permit if a permit application is submitted to the Building Code Official within 3 business days of the repair or replacement.

The Uniform Construction Code mandates that any individual, firm or corporation that violates any provision of this act commits a summary offense and shall, upon conviction, be sentenced to pay a fine of not more than \$1,000 and costs. Each day that a violation of this act continues shall be considered a separate violation.

Permits must be applied for and issued before any work may begin. All work performed on commercial buildings and their accessory structures must comply with the most current edition of the International Building Code series, published by the International Code Council. This code is republished every three years with changes and additions. We are currently utilizing the 2009 International Building Code series in Pennsylvania and will continue to do so until the end of 2012. The Pennsylvania Uniform Construction Code can be found on the Department of Labor and Industry's website. All structures must be constructed in accordance with these codes. In order to assure that your application is not returned, please design your building in accordance with these codes.

The UCC Administration and Enforcement regulation has adopted the following codes for use throughout the Commonwealth of Pennsylvania:

- International Building Code 2009 (base code for commercial construction)
- ICC Electrical Code 2009 (utilizes National Electric Code 2008 standards)
- International Energy Conservation Code 2009
- International Existing Building Code 2009
- International Fire Code 2009
- International Fuel Gas Code 2009
- International Mechanical Code 2009
- International Performance Code for Buildings and Facilities 2009 (provides alternative compliance approach)
- International Plumbing Code 2009
- International Residential Code 2009 (code for one- and two-family dwellings no more than 3 stories in height)
- International Urban-Wildland Interface Code 2009

These code books may be purchased from the International Code Council, either off their website (www.iccsafe.org) or by calling the ICC at 1-800-786-4452. If there are any questions about this, or if a particular item requires a permit, please call Unity Township at 724-539-2546.

Words of Caution...

Please keep in mind that doing work regulated by the UCC without a permit will result in an enforcement action being taken against you by Unity Township. Upon conviction, you may be subject to fines and penalties up to and including \$1,000 per day of each violation.

Also, occupying any structure without a Certificate of Occupancy issued by the Building Code Official is a serious violation and will also result in enforcement action. Please do not occupy or begin using any structure without a Certificate of Occupancy.

If you fail to obtain permits, inspections and Certificates of Occupancy, it is very likely that you will have serious difficulties when you eventually try to sell your building or property, as all structures built since April 9, 2004, must have a legal Certificate of Occupancy.

Zoning, Land Use and Other Municipal Approvals

Keep in mind that Unity Township zoning and land use ordinances may restrict or prohibit structures that are allowed by the UCC. Your Building Code Official can help you determine whether your proposed work requires zoning or other municipal approvals.

Zoning approval and other municipal approvals or permits (when required) must be obtained and presented to the Building Code Official before a building or building-related permit under the UCC may be issued.

UCC Required Inspections

All construction regulated by the UCC is required to be inspected by certified inspectors. The Pennsylvania Department of Labor and Industry certifies inspectors in nineteen different certification categories after an inspector has demonstrated knowledge in that construction category and has passed a national standardized test.

Building permit holders must contact Unity Township's Department of Building Safety to schedule inspections. The Inspection Request form can be forwarded or faxed to the Township. All inspection requests must be received at least five (5) working days prior to the date the inspection is requested.

New commercial structures or additions normally require inspections for the footer, foundation, framing, electrical, mechanical, plumbing, wall board and the final inspection. However, commercial structures may require more inspections.

Submittal Guide for Commercial Projects

Building Plan Requirements for Commercial Projects

The following items are required for new commercial projects. Drawings should be drawn to ¼ in. or 1/8 in. scale and shall provide the necessary information to verify compliance with the building code. In addition to two (2) paper copies, a PDF file must be submitted for all commercial plans.

All drawings shall bear the stamp and signature of the design professional responsible for the design.

Two (2) sets of construction drawings and a PDF file must be submitted and shall include:

- **Title Page Drawing** – to include the contact information for all design professionals, description of square footage per floor, number of floors, type of construction to be utilized, area modifications utilized, use group classification(s), separation or non-separation of mixed use groups, design occupant load(s), finish materials classification and design codes utilized.
- **Site Plan Drawings** – to include all utility layouts, handicap parking and access, designated fire lanes, distance between adjacent structures and property lines.
- **Floor Plan Drawings** – to include the use of all areas, location and types of fire resistant construction, U.L. Listing of fire resistant construction, means of egress components and handicap access.
- **Structural Drawings** – to include the structural design calculations, geo-technical engineering report, uniform live loads, dead loads, roof and snow loads, wind loads, footing construction detail, foundation construction details, framing construction details, concrete construction details, masonry construction details, wood construction details and steel construction details.
- **Electrical Drawings** – to include all lighting facilities, electrically operated equipment, and electrical circuits required for all service equipment of the building or structure. Drawings should include panel schedules, grounding systems and wiring methods.
- **Mechanical Drawings** – to include size and type of appliances, construction of flues and chimney systems, ventilation air provided, fresh air make-up provided and location of all ducting and piping.
- **Plumbing Drawings** – to include a plan view and a riser diagram of waste and water piping, pipe sizing, grade of piping, drainage fixture unit loads on stacks and drains and water distribution design criteria.
- **Fire Protection Systems** – to include the submittal guide for each type of system. See specific submittal guide requirements.

BUILDING PLAN REVIEW REQUIREMENTS

In order to perform a thorough Building Plan Review, the following specifications, drawings and details should be submitted:

Complete signed and sealed architectural plans, structural plans and material specifications of all work.

A site plan including the following information:

1. Size and location of all new construction and all existing structures on the site.
2. Distances from lot lines.
3. Established street grades and proposed finish grades.

Architectural plans and specifications to include:

1. Description of uses and the proposed use group(s) for all portions of the building. The design approach for mixed-uses (as applicable).
2. Proposed type of construction of the building.
3. Fully dimensioned drawings to determine areas and building height.
4. Adequate details and dimensions to evaluate means of egress, including occupant loads for each floor, exit arrangement and sizes, corridors, doors, stairs, etc.
5. Exit signs/means of egress lighting, including power supply.
6. Accessibility provisions.
7. Description and details of proposed special occupancies such as a covered mall, high-rise, mezzanine, atrium, public garage, etc.
8. Adequate details to evaluate fire resistive construction requirements, including data substantiating required ratings.
9. Details of plastic, insulation and safety glazing installation.
10. Details of required fire protection systems.

Structural plans, specifications and engineering details to include:

1. Soils report indicating the soil type and recommended allowable bearing pressure and foundation type.
2. Signed and sealed structural design calculations which support the member sizes on the drawings.
3. Local design load criteria, including frost depth.
4. Earthquake seismic zone/effective peak acceleration coefficient.
5. Details of foundations and superstructure.
6. Provisions for required special inspections.
7. Applicable construction standards and material specifications (i.e., masonry, concrete, wood, steel, etc.).

MECHANICAL PLAN REVIEW REQUIREMENTS

In order to perform a thorough Mechanical Plan Review, the following specifications, drawings and details should be submitted:

Complete signed and sealed plans and specifications of all heating, ventilating and air conditioning work.

Labeling criteria of all mechanical equipment.

Heating equipment data including the following information:

1. Equipment capacity (btu).
2. Controls.
3. Appliance layouts showing location, access and clearances.
4. Disconnect switches.
5. Indoor and outdoor design temperatures.

Ventilation data, ductwork and equipment including the following:

1. Ventilation schedule indicating the amount of outside air (in cfm) supplied to each room or space.
2. Layout showing outside air intakes.
3. Construction of ducts, including support and sheet metal thickness.
4. Duct lining and insulation materials with flame spread and smoke-developed ratings.
5. Exhaust fan ductwork layout and termination to the outside.
6. Size of louvers and grilles for attic ventilation.

Boiler and water heater equipment and piping details including safety controls and distribution piping layout.

Gas and fuel oil piping layout, material, sizes, and valves.

Combustion air intake quantities and details.

Commercial kitchen exhaust equipment details including hood and fan drawings, details of automatic fire suppression and clearances.

Chimney and chimney connector or vent and vent connector details and connector gauges and clearances.

Mechanical refrigeration equipment data and details.

Solid fuel burning appliance details including incinerator and fireplace drawings and details.

Energy conservation equipment data and details.

PLUMBING PLAN REVIEW REQUIREMENTS

In order to perform a thorough Plumbing Plan Review, the following specifications, drawings and details should be submitted:

Complete signed and sealed plans and specifications of all plumbing work.

Plumbing fixture and piping material specifications including identification of the applicable referenced standard.

Plumbing fixture information to include:

1. The occupant load used to determine the number of required plumbing fixtures.
2. Number and distribution based on the use group.
3. Separate facilities for each sex.
4. Accessible plumbing facilities and details.
5. Anti-scald shower valves.

Plumbing piping plan showing layout, pitch of drainage lines, cleanouts, size of traps and riser diagram.

Water supply and distribution plan showing piping sizes, valves, water heater details and temperature-pressure relief valve with discharge pipe.

Sanitary drainage and vent system riser diagram showing drainage fixture units (dfu), sizes and vent termination details through the roof.

Potable water system riser diagram showing piping sizes and provisions for protection of potable water supply.

Piping support and installation schedule.

Storm drainage details including rain gutter or roof drain sizes and downspout/leader sizes.

Health care plumbing and fixture details.

ELECTRICAL PLAN REVIEW REQUIREMENTS

In order to perform a thorough Electrical Plan Review, the following specifications, drawings and details should be submitted:

1. Complete signed and sealed plans and specifications of all electrical work.
2. Labeling criteria of all electrical equipment.
3. Lighting floor plan including electrical circuits indicating conduit and wiring sizes.
4. Power floor plans including electrical circuits indicating conduit and wiring sizes, equipment and disconnect switches.
5. Exit sign/means of egress lighting location and power supply.
6. Panelboard schedule.
7. Lighting fixture schedule.
8. Symbol schedule and diagrams.
9. Specifications to include requirements for:
 - a. Raceway and conduit with fittings.
 - b. Wire and cable.
 - c. Electrical boxes, fittings and installation.
 - d. Electrical connections.
 - e. Electrical wiring devices.
 - f. Circuit and motor disconnects.
 - g. Hangers and supporting devices.
 - h. Electrical identification.
 - i. Service entrance and details.
 - j. Overcurrent protection.
 - k. Switchboards.
 - l. Grounding.
 - m. Transformers.
 - n. Panelboards.
 - o. Motor control centers.
 - p. Lighting fixtures.
 - q. Fire protective signaling systems.
 - r. Automatic fire detection systems.
 - s. Emergency/standby systems.

SPRINKLER PLAN REVIEW REQUIREMENTS

In order to perform a thorough Sprinkler Plan Review, the following items should be submitted:

Complete signed and sealed plans and specifications for the sprinkler system and related equipment with description and locations of uses within the building.

Design details in accordance with the appropriate reference standard (i.e. NFPA 13, 13D, 13R) as referenced by the ICC International Building Code:

Working plans shall be drawn to an indicated scale, on sheets of uniform size, with a plan of each floor, and shall show those items from the following list that pertain to the design of the system:

1. Name of owner and occupant.
2. Location, including street address.
3. Name and address of Authority providing water service.
4. Point of compass.
5. Full height cross section, or schematic diagram, including structural member information if required for clarity and including ceiling construction and method of protection for nonmetallic piping.
6. Location of partitions.
7. Location of fire walls.
8. Occupancy class of each area or room.
9. Location and size of concealed spaces, closets, attics and bathrooms.
10. Any small enclosures in which no sprinklers are to be installed.
11. Size of city main in street and whether dead end or circulating; if dead end, direction and distance to nearest circulating main; and city main test results and system elevation relative to test hydrant.
12. Other sources of water supply, with pressure or elevation.
13. Make, type, model and nominal K-factor of sprinklers.
14. Temperature rating and location of high-temperature sprinklers.
15. Total area protected by each system on each floor.
16. Number of sprinklers on each riser per floor.
17. Total number of sprinklers on each dry pipe system, preaction system, combined dry pipe preaction system or deluge system.
18. Approximate capacity in gallons of each dry pipe system.
19. Pipe type and schedule of wall thickness.
20. Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions). Where typical branch lines prevail, it shall be necessary to size only one typical line.
21. Location and size of riser nipples.
22. Type of fittings and joints and location of all welds and bends. The contractor shall specify on drawing any sections to be shop welded and the type of fittings or formations to be used.
23. Type and locations of hangers, sleeves, braces and methods of securing sprinklers when applicable.
24. All control valves, check valves, drain pipes and test connections.
25. Make, type, model and size of alarm or dry pipe valve.
26. Make, type, model and size of preaction or deluge valve.
27. Kind and location of alarm bells.
28. Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles and related equipment.
29. Private fire service main sizes, lengths, locations, weights, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters and valve pits; and the depth that the top of the pipe is laid below grade.
30. Piping provisions for flushing.
31. Where the equipment is to be installed as an addition to an existing system, enough of the existing system indicated on the plans to make all conditions clear.
32. For hydraulically designed systems, the information on the hydraulic data nameplate.
33. A graphic representation of the scale used on all plans.
34. Name and address of contractor.
35. Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets.
36. The minimum rate of water application (density), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside.

37. The total quantity of water and the pressure required noted at a common reference point for each system.
38. Relative elevations of sprinklers, junction points and supply or reference points.
39. If room design method is used, all unprotected wall openings throughout the floor protected.
40. Calculation of loads for sizing and details of sway bracing.
41. The setting for pressure-reducing valves.
42. Information about backflow preventers (manufacturer, size, type).
43. Information about antifreeze solution used (type and amount).
44. Size and location of hydrants, showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated. Static and residual hydrants that were used in flow tests shall be shown.
45. Size, location and piping arrangement of fire department connections.

Design calculations indicating the discharge requirements of the system with evaluation of the arrangement and source of the water supply.

Results of a current flow test indicating the location and date of the test.

Working drawings indicating all pipe sizes and the spacing between branch lines and sprinklers on the branch line.

Material specifications and equipment specifications. All materials used should be verified that they are installed in accordance with their listing.

ENERGY PLAN REVIEW REQUIREMENTS

Commercial Energy Plan Reviews are based on the 2009 International Energy Conservation Code (IECC).

In order to perform a thorough Energy Plan Review for commercial buildings and residential buildings greater than three stories in height, the following specifications, drawings and details should be submitted:

GENERAL

1. Complete signed and sealed architectural, mechanical, plumbing and electrical plans and specifications of all work.
2. A site plan including the size and location of all new construction and all existing structures on the site.
3. Interior and exterior design conditions consistent with climate.
4. Labeling criteria of all mechanical, electrical and service water heating (SWH) peripherals and equipment.

ENVELOPE

1. Architectural plans and specifications to include:
 - a. Description of uses and the proposed use group(s) for all portions of the building.
 - b. Thermal performance of envelope components.
 - c. Fenestration performance details (U-factor, SC, SHGC, VLT, air leakage rates, etc.).
 - d. Fully dimensioned drawings to determine gross and net areas of all envelope components.
 - e. Details of vapor barrier and insulation installation, caulking, gasketing, weatherstripping and other means of sealing joints, cracks, holes and penetrations in the building envelope.
 - f. ENVSTD output (where applicable).
2. Design conditions (interior and exterior) consistent with local climate.

ELECTRICAL POWER & LIGHTING

1. Complete plans and specifications of all electrical work.
2. Riser diagram(s) of the distribution system indicating:
 - a. Check metering provisions for individual dwelling units.
 - b. Subdivision of feeders by end use: 1) Lighting, 2) HVAC, 3) SWH and systems over 20 kW.
3. Lighting fixture schedule(s) depicting location, fixture lamps, ballasts, ballast specifications, fixture input watts, fixture wiring methods, power factor, etc.
4. Lighting plan(s) for building exteriors including total exterior Connected Lighting Power.
5. Lighting and power floor plans for building interiors including total interior CLP.
6. LTGSTD output (where applicable).
7. Interior and exterior means of lighting control.
8. Electric motor schedule including type, HP and efficiencies.

MECHANICAL SYSTEMS & EQUIPMENT

1. Mechanical equipment data, plans and specifications of all mechanical work including:
 - a. Equipment type, capacity (Btuh) and efficiency (peak and part-load).
 - b. System design air flow rates (cfm).
 - c. Details of equipment/system sizing.
 - d. System and/or zone control capabilities including terminal device schedule, provisions for humidity control (where applicable) and the corresponding testing of system controls.
 - e. Provisions for automatic setback/shutdown.
 - f. Indicate supply and exhaust systems to have automatic shutoff or volume reduction dampers.
 - g. Energy consumed by fans in the form of an Air Transport Factor (ATF) and pumps.
2. Economizers (air or water) including provisions for integrated control.
3. Duct construction and system static pressure(s), including provisions for sealing.
4. Duct and/or hydronic-piping lining and insulation materials.
5. Provisions for air and/or hydronic system balancing.
6. Boiler and water heater equipment and piping details including safety controls and distribution piping layout.

SERVICE WATER HEATING (SWH)

1. SWH equipment data including type, capacity and efficiency.
2. SWH pipe insulation, thickness, conductivity and vapor retarder (where appropriate).
3. Water conservation requirements.
4. Energy conservation measures for swimming pools (where applicable):
 - a. Commercial buildings and residential buildings greater than three stories in height only.
 - b. Multifamily residential buildings three stories or less in height; the non-dwelling-unit portions only.

ACCESSIBILITY PLAN REVIEW REQUIREMENTS

Accessibility Plan Reviews are based on the specified edition of the ICC/ANSI A117.1 standard as referenced by the building code. In order to perform a thorough Accessibility Plan Review, the following specifications, drawings and details should be submitted.

1. Complete signed and sealed (as required by applicable laws) architectural plans and material specifications of all work. Details and plans drawn to scale with sufficient clarity, details and dimensions to show the nature and extent of the work proposed.
2. A site plan including the following information:
 - a. Size and location of all new construction and all existing structures on the site.
 - b. Location of any recreational facilities (i.e., pool, tennis courts, etc.)
 - c. Established street grades and proposed finished grade.
 - d. Accessible parking, other locations of public access to the facility, accessible exterior routes and locations of accessible entrances.
3. Architectural plans and specifications to include:
 - a. Description of uses and the proposed use group(s) for all portions of the building. The design approach for mixed-uses (as applicable).
 - b. Fully dimensioned drawings to determine areas and building height.
 - c. Adequate details and dimensions to evaluate accessible means of egress, including occupant loads for each floor, exit arrangement and sizes, corridors, doors, stairs, areas of refuge, etc.
 - d. Adequate details and dimensions to evaluate the accessible route to areas required to be accessible, including corridors, doors, protruding objects, maneuvering clearances, clear floor space at fixtures and controls, etc.
 - e. Accessibility provisions including but not limited to access to services, seating, listening systems, accessible fixtures, elevators, work surfaces, etc.
 - f. Accessible plumbing facilities and details.
 - g. Tactile signage provided.
 - h. Details of required fire protection systems.

NOTE: The Accessibility Review will cover the scoping requirements in Chapter 11 and other accessibility related requirements mainstreamed throughout the applicable building code. Technical requirements covered will be based on the applicable edition of ICC/ANSI A117.1 – Accessible and Usable Buildings and Facilities.

The following checklist was prepared to assist you with the required documentation that is required to be submitted with every Building Permit Application. Please complete this list and submit all of the applicable items with your Building Permit Application. Applications that are not accompanied by this checklist or any required item will be rejected.

Two (2) sets of plans must be prepared and submitted along with a PDF file showing the following:

- Energy Calculations Type _____
Include U factors of Windows and Doors. Type and R factor of Insulation.
- Wall Details _____
Include type of finish of interior wall (i.e. wallboard, plaster, etc.) Exterior finish (i.e. brick, stucco, etc.)
- Depth Type of Foundation _____
Include Thickness of Foundation, Height and Type (i.e. Block (CMU), poured, cast, etc.)
- Size of Footer _____
Include depth and width
- Size of Windows _____
- Wall Bracing _____
Type of wall bracing must be shown (i.e. T bracing, etc.)
- Truss Specifications _____
Must be Supplied for Manufactured Trusses
- Smoke Detector Locations _____
- Electrical Details _____
- Plumbing Details _____
- Mechanical Details _____
- Fire Wall Details _____
- Optional Details Listed _____
- Stair Geometry _____
- Foundation Anchorage _____
- Crawl Space _____
Show Vent Location and Size, Vapor Barriers, etc.
- Framing Details Needed _____
 - Size and Species of Lumber
 - Joists Spacing
 - Spans
- Chimney and Fireplace _____
Show All Details, Including Type of Fuel, Size of Flue, etc.
- Slab Details _____

In addition to the required two sets of plans and a PDF file, the following must be submitted:

- Highway Occupancy Permit for Any New Driveway Off of a State Highway
- Septic or Sewage Permit
- Plot Plan Showing Building, Property Lines, Existing Buildings, Gas Wells, etc.
- Completed Electrical Worksheet

Name of Applicant _____

Date _____

Unity Township Department of Building Safety UCC INSPECTION PROCEDURES STATEMENT

I hereby certify that I will comply with all applicable inspection procedures specified below:

1. **FOOTING INSPECTION** is to be performed after footing is dug and ready for pour. (If rods are required, they must be in place.) **The permit applicant is required to contact the Unity Township Department of Building Safety on the required form requesting an inspection no less than five (5) working days in advance of the desired inspection date.**
2. **FOUNDATION INSPECTION** is to be performed before framing work begins or backfill is installed. Grease traps (if applicable), cleanouts, foundation and building drains must be in place; foundation coating must be applied, anchor bolts and top plate shall be installed. All underground plumbing, mechanical, and electrical trenching must remain open and all piping, sleeves and/or conduit required for underground utilities shall be in place and provided with rodent-proofing. **The permit applicant is required to contact the Unity Township Department of Building Safety on the required form requesting an inspection no less than five (5) working days in advance of the desired inspection date.**
3. **FRAMING/PLUMBING/MECHANICAL/ELECTRICAL INSPECTION** is to be performed as one inspection unless prior approval has been obtained from the Building Code Official. **The permit applicant is required to contact the Unity Township Department of Building Safety on the required form requesting an inspection no less than five (5) working days in advance of the desired inspection date.**
 - **Framing Inspection** is to be performed before insulation is installed and after all rough-in work is complete on plumbing, electrical and mechanical systems. **Note: The framing may not be approved until the plumbing, electrical and mechanical rough-in work has been approved by the Building Inspector.**
 - **Plumbing Inspection** is to be performed after the roof, framing, fire-blocking, fire-stopping and bracing are in place and all sanitary, storm and water distribution piping is roughed-in. This inspection is required before the installation of wall, ceiling or flooring membranes.
 - **Mechanical Inspection** is to be performed after the roof, framing, fire-blocking and bracing are in place and all ducting and other components to be concealed are complete. This inspection is required before the installation of wall, ceiling or flooring membranes.
 - **Electrical Inspection** is to be performed after the roof, framing, fire-blocking and bracing are in place and all wiring and other components to be concealed are complete. This inspection is required before the installation of wall, ceiling or flooring membranes.
4. **FIRE PROTECTION SYSTEMS** (for commercial structures) is to be performed after fire alarm systems and/or fire suppression. Systems are installed and functioning. The Building Code Official has the option to accept installation and test certificates from the installing contractor(s) in lieu of witnessing the testing of fire protection systems. Please note that, if they were not submitted with the initial application, shop drawings must be submitted for Building Code Official review and approval no less than five (5) working days before the projected installation date. **The permit applicant is required to contact the Unity Township Department of Building Safety on the required form requesting an inspection no less than five (5) working days in advance of the desired inspection date.**
5. **FINAL BUILDING INSPECTION** is to be performed after all items pertaining to the issued building permit have been completed. These items include, but are not limited to:
 - Electrical Work
 - Plumbing Work
 - Mechanical (HVAC) Work
 - Emergency Lighting System
 - Fire Extinguishers
 - Egress
 - Fire Protection Systems (Including Required Fire-Rated Construction Components)
 - Grading
 - Site Plan Compliance
 - Accessibility
 - Energy Conservation

The permit applicant is required to contact the Unity Township Department of Building Safety on the required form requesting an inspection no less than five (5) working days in advance of the desired final inspection date.

Please note that accessibility provisions and verification of compliance with the International Energy Conservation Code shall be inspected as part of other identified inspections.

NO WORK MAY BE CONCEALED FROM VIEW UNTIL IT HAS BEEN APPROVED BY THE BUILDING INSPECTOR.

I fully understand that it is my responsibility to contact the Unity Township Department of Building Safety on the required Inspection Request form for inspections; and if inspections are not made according to this procedure, I may be in violation of the UCC and may be subject to prosecution. I also understand that no one may occupy the structure (or portion thereof) until a Certificate of Occupancy is obtained.

Signature of Permit Applicant _____ Date _____

Building Street Address _____

