

## **PROJECTS DONE WITHOUT PERMITS OR INSPECTIONS**

### **REQUIRED FORMS:**

#### **BUILDING PERMIT PACKAGE**

#### **TWO (2) SETS OF PLANS**

#### **PLOT PLAN SHOWING NEW STRUCTURE W/SETBACKS (if applicable)**

*This hand-out has been prepared to guide you through the permitting process for projects that may have been started and/or completed without a permit in place. This may have occurred due to a contractor's error or a homeowner being unaware that a permit may have been required, such as in the case of a basement renovation.*

*The goal of Solebury Township is to now rectify the situation and be assured the construction that has taken place meets current code requirements and is safe for the present occupant and any future occupant. Please feel free to call the Township with any questions or concerns.*

### **PLEASE NOTE:**

**If the walls and ceilings are finished and the framing is concealed it may be necessary to remove some or all of the sheetrock to do an inspection to verify the installation of the fire blocking material, electrical and plumbing work which is concealed.**

### **BUILDING REQUIREMENTS:**

*The following items are to be submitted along with your completed construction permit request form and jacket:*

Two (2) sets of plans – which can be hand-drawn by the owner but must include details such as a floor plan to scale (typical scale of these type of plans is 1/4 inch to a foot) framing details, insulation, fire-stopping details to show the horizontal and vertical fire-stopping material to be used., etc... The plans must indicate the room use of the area being finished such as (ie, family room, office, bedroom).

Note: Fire Blocking is required in concealed wall spaces at the ceiling and floor levels and at 10' intervals both horizontal and vertical, and at all interconnections between concealed horizontal and vertical spaces at soffits, drop ceilings. Some of the materials that can be used for fire blocking are 2 inch nominal lumber, 3/4-inch plywood or particleboard, 1/2-inch gypsum, and mineral wool, etc... **Note: any enclosed accessible storage space under stairs must be protected with 1/2" sheetrock, pursuant to IRC R302.7**

## **BUILDING INSPECTION REQUIREMENTS:**

**FRAMING:** To verify the use of fire-blocking and insulation.

**FINAL:** To check that the combustion air requirements have been met, and all finish material installed.

## **ELECTRICAL REQUIREMENTS:**

In situations where electrical work has been completed without the required permits or inspections and the work is concealed, the following procedures shall be followed:

A complete “As-Built” wiring diagram must be submitted of all concealed wiring. The wiring diagram shall include all fixture locations, size of wire per circuit, number of devices per circuit, number of wires per box, home and end run locations, etc.

## **ELECTRIC INSPECTIONS REQUIRED:**

**ROUGH INSPECTION:** Removal of all devices from wall so that electrical wiring diagram submitted can be verified in the field by the Electrical Inspector.

**FINAL INSPECTION:** Reinstall all devices for testing by the Electrical Inspector.

## **PLUMBING REQUIREMENTS**

In situations where plumbing work has been completed without the required permits or inspections and the work is concealed, the following procedures shall be followed:

A complete “As-Built” plumbing riser diagram must be submitted of all of the concealed work. The plumbing diagram shall include hot and cold water piping diagram indicating pipe size, materials used and locations of all valves. A drain, waste and vent piping diagram indicating the direction of flow, all pipe sizes, materials use and locations of all cleanouts shall be provided. The locations of all pre-existing cleanouts shall be identified on the plans. A letter of compliance that the plumbing work conforms to the 2009 International Residential Code.

## **REQUIRED PLUMBING INSPECTIONS:**

**ROUGH INSPECTION:** All new and altered water systems shall be tested at not less than the normal working pressure of the system or an air test of not less than 60 psi. All new or altered drainage systems shall be tested with not less than a ten foot head of water or an air test of not less than 5 psi.

**FINAL INSPECTION:** All plumbing fixtures shall be installed and in working condition for the final inspection. Access shall be provided to all pre-existing cleanouts.

**MECHANICAL REQUIREMENTS:**

Hot air: Plan for duct work, show supply and returns.

Electric Baseboard: BTU's or wattage.

**MECHANICAL INSPECTIONS REQUIRED:**

**ROUGH INSPECTION: For hot air; inspections of ducts, seal, and hanging requirements.**

**FINAL INSPECTION**