COMMERCIAL BUILDING ALTERATIONS and RENOVATIONS PLAN REQUIREMENTS

The following information shall be the minimum required information on all plans submitted for building alterations.

1. Site Plan – show property lines, setbacks, utilities, right-of-ways, easements and grades/contours
2. Permit Applications with Workman’s Compensation Affidavit and Liability Insurance.
3. Contractor's Information – PA registration number, name, address and phone number.
5. Existing Floor Plan.
6. Demolition Plans with details and construction safeguards and signed and sealed Engineered Drawings for Shoring when removing Structural components.
8. Floor Joists – calculations for Engineered Lumber, type, size, blocking, loads and spans.
10. Walls – material, coverings, type, size, height, headers, etc…
11. Attachment details for new structure to existing structure – footers, foundation, walls, roof over-framing and rafters.
12. Room Areas, Ceiling Height, Glazing, Smoke Alarms, Carbon Monoxide Detectors, Decay and Termite Protections, Moisture Vapors and Emergency Escapes and Rescue Openings.
13. Chimneys/Fireplaces – details (construction, clearances, termination, pipes, footings, foundation, height, etc…)
14. Exterior Wall Coverings – i.e. stucco and masonry (brick and stone) – weep screed, weep holes, expansion & control joints, reinforced corners and beads around windows and doors.
15. Insulation (floors, walls, roof and ceilings) – type, size, location, clearances and re-check(optional).
16. Plumbing – show layout, fixture clearances, water and drain riser diagrams and venting.
17. Fire Alarm and Sprinkler Layouts and Specifications for existing systems and new, if required by code - to be drawn by a NICET or greater design professional.
18. Electrical - show lights, switches, receptacles, panels, feeds, etc…
19. HVAC with Manual “J” – show insulation r-value of ducts, duct work, sizes of ducts, sizes of supply and return grills, material, connection to the system, connection to existing systems, etc…
20. Roofing/Ceiling - type, size, spans, loads, bracing, tie downs, attic access, and ventilation – provide signed and sealed Truss Drawings.
21. Roof Covering – type, slope, sheathing, ice barrier, flashing, and ventilation.