

Site Address \_\_\_\_\_

Case No. \_\_\_\_\_

**LOWER ALLEN TOWNSHIP  
COMMUNITY DEVELOPMENT DEPARTMENT  
PERMIT APPLICATION CHECKLIST – ONE AND TWO FAMILY DWELLINGS**

FOR DEPARTMENT USE ONLY

___ Land Development or Subdivision Plan	___ Site Plan	___ Supplemental Plumbing Sheet
___ Permit Application Checklist completed	___ Energy Conservation Calculations	
___ Alternative designs (anchor bolts, manufactured lumber, etc)	___ LATA approvals	
___ Street Occupancy Permits	___ Contractor Registration	___ other _____

Applicant Information

(Fill in, show on drawings, or mark N/A)

Building Official Only

Comment

Approved

**1. Site Plan**

Lot dimensions _____	_____	_____
Streets-pavement and right-of-way _____	_____	_____
Existing structures-size/location _____	_____	_____
Proposed structures-size/location _____	_____	_____
Distances-project to lot lines _____	_____	_____
Property lines, easements, storm drains _____	_____	_____
Driveway-type, size, location _____	_____	_____
Grading/Drainage/E&S Control _____	_____	_____

**2. Footing**

Width, thickness, reinforcing _____	_____	_____
Depth-grade to bottom _____	_____	_____
Concrete strength _____	_____	_____
Detail steps or changes _____	_____	_____

**3. Foundation Wall**

Block: size, # of courses, grouting _____	_____	_____
Poured: thickness, height, reinforcing _____	_____	_____
Utility pipe sleeves-size, location _____	_____	_____
Dampproofing/waterproofing _____	_____	_____
Fill height: basement floor to fin. grade _____	_____	_____
Found. Drainage, and discharge point _____	_____	_____
Anchor bolts: length, diameter, embedment depth, spacing (o.c. and to corners) _____	_____	_____
Alt. to anchor bolts: (special info. needed) _____	_____	_____
Sill plate: type of lumber _____	_____	_____

**4. Floor Plan/Framing Plan**

Dimensions and use: each room _____	_____	_____
Windows and doors: size and location _____	_____	_____
Floor to window sill dimensions (bedrooms and basement) _____	_____	_____
Location and type of smoke detectors _____	_____	_____
Floor joists: size, grade, species, spacing, direction _____	_____	_____
Joist supports: bearing walls, columns _____	_____	_____
Floor insulation _____	_____	_____
Floor sheathing: thickness and APA span rating _____	_____	_____

## 5. Wall Construction

Stud size and spacing \_\_\_\_\_  
Ext. sheathing type, thickness, covering \_\_\_\_\_  
Insulation type, thickness, R-value \_\_\_\_\_  
(Ref. IRC Chap. 11 or IECC)  
Int. wall covering \_\_\_\_\_  
Window & door header dimensions \_\_\_\_\_  
Wall bracing: IRC R 602.10 \_\_\_\_\_

## 6. Roof Construction

Rafter size, spacing, species \_\_\_\_\_  
Roof pitch & covering \_\_\_\_\_  
Roof truss manufacturer's specs \_\_\_\_\_  
Sheathing thickness & APA span rating \_\_\_\_\_  
Attic access: type, size and location \_\_\_\_\_  
Attic ventilation \_\_\_\_\_  
Attic/ceiling insulation \_\_\_\_\_  
(Ref. IRC Chap. 11 or IECC)  
Attic mounted HVAC equip. \_\_\_\_\_  
Attic lights/elect. Outlets \_\_\_\_\_

## 7. Typical Wall Section

Details: footing to roof covering \_\_\_\_\_  
Total height: fin. grade to highest point \_\_\_\_\_  
Attachment methods: Floor to found. wall \_\_\_\_\_  
Floor to framed wall \_\_\_\_\_  
Rafters/truss to wall \_\_\_\_\_

## Guidelines for information required on drawings

1. Fire stopping at common walls, between floors, any through penetrations for plumbing, electrical, duct work, TV cable, phone cable, communication wiring and through garage/ house wall. (Detail or notes)
2. Finished sill height of bedroom windows, not to exceed 44" from finished floor to windowsill. Clear opening min. 5.7 s.f. for 2nd floor and above, min. 5.0 s.f. for first floor windows.
3. Basements - Emergency egress: habitable spaces shall have a minimum of at least one openable emergency escape door, window, window well, or bulkhead enclosure.
4. Smoke detectors shall be located on each floor and adjacent bedrooms and shall be interconnected with battery backup so that when one actuates they all actuate.
5. Stair information required; rise and run of stairs, height of handrail from tread nosing, handrail grip size, details of spacing between balusters, dimensions of landings and width of stairs.
6. Door and window schedule required, indicating: manufacturer; u-factor of all windows and doors; sizes. Label egress window locations and required fire rated door between garage and house.
7. Attic access type, size and location.
8. Exterior deck or patio details. Materials to be used, dimensions of foundations, sizes of all lumber etc.
9. HVAC layout showing: supply and return locations; type, size & location of units. Calculations system sizing based on square footage. Location of supply and exhaust air for direct vent units.
10. Electrical layout showing: locations of outlets (label GFCI's); switch locations; electrical service location and amp size; fixture locations; and smoke detector locations. (Include attic, garage, etc.)
11. Plumbing layout and schematic drawing showing: fixture location; dimensions from fixtures to edge or centerline of fixtures; pipe sizes; locations of vents and stacks located in walls to verify wall stud sizes.

## REQUIRED INSPECTIONS

*Footing Inspection* - Before concrete is poured but after rebar is installed (if required). NOTE: Have property lines staked out to check setback requirements.

*Foundation Inspection* - If poured concrete walls after forms are set before any concrete is poured, after concrete is poured and sill plate anchors are installed but before any backfill.

If masonry block is to be installed, wall must be inspected after block has been laid and sill plate anchors installed but before backfill. The foundation drain must also be inspected before any backfill.

*Framing* – Once entire house has been constructed and after all electrical wiring, plumbing, hvac and any communications wiring has been installed and fire stopping of all vertical penetrations.

*Electrical* – Service, Rough and final.

*Plumbing* – Rough plumbing can be inspected before or during the framing inspection, Final plumbing inspection is completed at the final certificate of occupancy inspection. If an on-lot disposal system the Township S.E.O. will need to be notified to inspect the lateral from the house before backfill and at final inspection.

*HVAC* – Rough is done at framing inspection, all concealed duct work in walls or floors must be installed and fire stopped, remainder of duct work and all appliances installed and working at final inspection.

*Insulation* – Once all items listed above have passed, all walls must be inspected before drywall is hung.

*Drywall* – After drywall is hung but before any joint or fasteners are tapped and spackled.

*Final Inspection* – After all work is completed but before any human occupancy. Also all site work must be completed and approved by the Township Engineer. Building address must be posted.