

COMMERCIAL PLAN REVIEW REQUIRMENTS

Building, Renovation / Repair, Change of Use

Plan Review Requirements

(Commercial Buildings include Residential buildings with 3 or more units.)

1. Site Plan showing to scale the size and location of all new construction and all existing structures on the site. Distances from lot lines, established street grades and the proposed finished grades. Site plan shall be drawn in accordance with an accurate boundary line survey*.
2. Plans and specifications signed and sealed by a registered design professional licensed in the Commonwealth of Pennsylvania. Plans must be submitted in PDF File format.
 - Front, rear and side elevations
 - Type(s) of construction
 - Use group(s) and use of each area or room
 - Means of egress plan
 - Rated assembly details with design numbers
 - Window, door and finish schedule
 - Design loads and design calculations
 - Shop and prefabricated component drawings
 - Wall, floor, roof and foundation sections
 - Details, connections and material designation
 - Plans and specifications for Electrical, Mechanical, Plumbing, and other systems not being modified*

*Please check with the Code Enforcement Officer to determine if this step is necessary.