

# BOROUGH OF COOPERSBURG

5 N. Main St. Coopersburg, PA 18036

Phone: 610-282-3307 Fax: 610-2824668

## BUILDING PERMIT INSTRUCTIONS

### PLANS AND SPECIFICATION

**Three (3) copies of all plans and specifications must be submitted with all Building Permit applications. Cross-section drawings, giving structural details as outlined below, must be included.**

#### 1. DIMENSIONS

Show all dimensions of all proposed structures – height (ground level to highest point of roof), width, and length. Provide overall floor plan showing interior layout and dimensions.

#### 2. FOUNDATIONS AND FOOTING

Provide all foundation information – depth of excavated footings to the finished grade, and width of footings. Indicate depth of concrete in footings (minimum 8 inches). Show size and type of materials used for walls (e.g., block) and foundation wall. Indicate thickness and PSI (pounds per square inch) of concrete and/or other sub-materials. Indicate location and R factor of all insulation required for footings, crawl spaces and/or slabs.

#### 3. MAIN BEAMS

Provide size and description of materials of main and column supports. Spans between columns must be indicated. If using manufactured beams, structural plans must be sealed by an engineer or architect.

#### 4. FLOORS

Indicate joint direction, span, size, spacing, bridging, and anchorage to foundation. Show type and thickness of sub-floor. If using manufactured floor trusses, structural plans must be sealed by an engineer or architect.

#### 5. WALL

Indicate wall plates, stud size and spacing, type and placement of bracing, details of exterior materials, and door and window headers. Indicate the location of all wall insulation, including basement walls, as well as its thickness and R factor. Indicate span of cantilever. Show railings and/or guards with height and spacing of all balusters where needed.

#### 6. CEILING AND ROOF FRAMING

Indicate size, spacing, direction, and span of joints. Roof rafters must show pitch, size, span, and spacing. Indicate spacing of collar ties. Show type, thickness, and R factor of ceiling insulation. Roof sheathing and type of roof materials to cover it should be noted. Indicate attic ventilation. If using manufactured roof trusses, structural plans must be sealed by an engineer or architect.

#### 7. ATTACHING TO EXISTING STRUCTURE

Indicate method of attachment for items 2 through 6 of the proposed structure to the existing structure, if applicable.

#### 8. INTERIOR

Indicate type and thickness of materials to be used on interior walls and ceilings.

### ADDITIONAL INFORMATION

**FEES:** Permit fees must be submitted when picking up the approved permit application.

**REVIEW:** The application will be reviewed by the Building Code Official and Zoning Officer for compliance with all codes and ordinances of the Borough of Coopersburg.

**PERMIT GRANTED:** Work may not start until a permit has been approved and granted; permit cards must be displayed and visible from the street.

**BUILDING, PLUMBING, ELECTRICAL, AND HVAC:** All building, plumbing, electrical, heating, and air conditioning contractors and/or their personnel must provide a Certificate of Insurance verifying Worker's Compensation Insurance coverage. In addition, each contractor must obtain the appropriate permits for the work to be done. All permitted work must be inspected by Barry Isett & Associates, Inc.

**INSPECTIONS:** Call Larry Andes, Code Enforcement Officer with Barry Isett & Associates, Inc. at 610-391-2160 **at least 24 hours in advance** to schedule each inspection.