

## IRC NEW CONSTRUCTION AND ADDITION PLAN REVIEW CHECKLIST

l.	Administrative / Supplemental Document	Provided	Required	N/A
1	Signature & Seal of Design professional licensed in the Commonwealth of Pennsylvania			
	a. Electronic Plans (PDF compliant w/ ePlans Submission Standards)			
	b. Paper Plans - Three (3) copies, one with ink or embossed seal			
	c. Plans for manuf. (mobile) housing bear required federal approvals / certification			
2	Geotechnical Investigation Report signed and sealed by professional engineer			
	<ul> <li>a. Sheeting &amp; Shoring / sidewalk / neighboring structures</li> </ul>			
	b. Monitoring of excavation			
3	Structural Design Criteria Form or equivalent design data on signed & sealed plan			
4	Energy Conservation Documentation			
5	Waste Hauler Form			
6	Flood Plain Information Form FP-G (if in flood hazard area)			
7	Fire Watch details			
8	Recorded Deed of Consolidation / Subdivision and/or Easement Agreements			
9	Key Plan - For sites with multiple buildings			
10	Foundation Only Letter - Owner's acceptance of risk letter, signed			
11	Asbestos Investigation Report with laboratory results			
12	Estimated cost of work for general construction			
	a. For mechanical / HVAC systems			
	b. For electrical systems			
	c. For interior and exterior plumbing work			
	d. For fire suppression work			
13	Approved Special Inspection Agency(ies) licensed in all applicable categories			
	a. Licensed design professional in responsible charge named (DPRC-SI)			
	b. Statement of Special Inspections Schedule (Sealed by DPRC-SI)			
	c. Duties & Responsibilities Agreement (signed by all three parties)			
14	For building permits requesting review of Electrical Work			
	a. Approved Electrical Inspection Agency at time of submission			
	b. Executed Contract			
15	Licensed Contractor named for invoice / permit issuance			
	a. No tax delinquency or Revenue-related issues			
	b. "Active" license status at time of issuance			
	i. General Contractor for Building & Mechanical Permits			
	ii. Master Plumber for Plumbing Permits			
	iii. Electrical Contractor for Electrical Permits			
	iv. Fire Suppression Contractor for Fire Suppression Permits			
II.	Pre-Requisite Approvals (must obtain prior to filing building permit application)	Provided	Required	N/A
1	Zoning Permit (must be valid on date of submission)			
2	Parks & Recreation Department (approval for street trees)			
3	Certification by Third Party Agency (for modular construction approval stamp)			
4	Pennsylvania Department of Health approval plan and cover letter (for certain medical facilities)			
5	Philadelphia Department of Health Air Management Division			

III.	Concurrent Approvals (may be obtained during building permit review if submitted online, otherwise shall be pursued in advance of permit submission)	Provided	Required	N/A
1	Philadelphia Historical Commission Approval stamp			
2	Philadelphia Water Department (PWD) Approval(s) & Utility Plan			
3	Philadelphia Streets Department Approval stamp			
4	Philadelphia City Planning Commission approval(s) for:			
ľ	a. NCO, NCA and other overlays			
	b. Bonuses			
5	Philadelphia Art Commission			
6	Philadelphia Fire Department - Fire Code Unit (high rises / fire command center)			
IV.	Plan Review			
1	Building Planning (Chapter 3)	Yes	No	N/A
_	a. Exterior wall opening / fire-resistance rating requirements (R302.1)	IC3		
	b. Townhouses separation requirements (R302.2)			
	c. Wall assembly continuity (R302.2.3)			
	d. Parapets construction requirements for townhouses (R302.2.4)			
	e. Townhouses structural independence compliant (R302.2.4)			
	f. Dwelling unit floor/ceiling and wall assembly separation requirements (R302.3)			
	g. Bathrooms and toilet rooms compliant (R303.3 / PM403.2)			
	h. Minimum space dimensions compliant (R304.3 / PM404.4)			
	i. Minimum ceiling heights compliant (R305.1 / PM404.5)			
	j. Toilet, Bath & Shower space fixture compliant (R307.1 / PM405.3)			
	k. Bathtub & Shower space wall & floor surface compliant (R307.1 / PM405.1.3)			
	I. Glazing requirements for hazard locations compliant (R308.4)			
	m. Skylight & Sloped glazing permitted matrials compliant (R308.6.2)			
	n. Skylight curbs compliant (R308.6.8)			
	o. Emergency escape and rescue opening compliant (R310.1)  p. Basement window wells compliant (R310.2)			
	• • • • • • • • • • • • • • • • • • • •			
	q. Emergency escape and window under decks and porches (R310.2.4)			
	r. Egress door compliant (R311.2)			
	s. Landings at exterior doors compliant (R311.3)			
	t. Hallway width compliant (R311.6)			
	u. Stairway width compliant (R311.7)			
	v. Stairway headrooms compliant (R311.7.2)			<u> </u>
	w. Stair riser height and tread depth compliant (R311.7.5)			
	x. Handrails compliant (R311.7.8)			
	y. Ramp maximum slope compliant (R311.8.1)			
	z. Guard compliant (R312.1.1)			
	aa. Townhouse automatic fire sprinkler systems (R313.1 / Bulletin 1001)			
	bb. Habitable space natural light compliant (PM402.1 / R303.1)			
	cc. Basement habitable spaces compliant (PM402.1.2)			
	dd. Habitable space ventilation compliant (PM402.1 / R303.1)			
<b> </b>	ee. Protection of wood against decay compliant (R317.1)  ff Ground contact of wood based products compliant (R317.1.2)			
	ff. Ground contact of wood based products compliant (R317.1.2)			
2	Foundations (Chapter 4)	Yes	No	N/A
	a. Concrete foundation minimum footing size compliant (R403.1)			
	b. Concrete foundation minimum footing depth compliant ( <b>R403.1.4</b> )			
	c. Foundation anchorage compliant (R403.1.6)			

L	d. Frost protected concrete shallow foundations compliant (R403.3)			
	e. Masonry (Plain/reinforced) foundation walls compliant ( <b>R404.1.2</b> )			
	f. Concrete foundation walls (min. cross sections) compliant (R404.1.3.2)			
	h. Concrete foundation stem walls supporting:			
	i. above-grade concrete walls compliant (R404.1.3.2.1)			
	ii. Light-frame above-grade walls compliant (R404.1.3.2.2)			
	i. Concrete wall opening reinforcing compliant (R404.1.3.3.7.3)			
	j. Masonry & concrete foundation wall min. height above finished grade compliant		「 <sub>□</sub>	
	(R404.1.6)			
	k. Concrete or masonry foundation drainage compliant (R405.1)			
	I. Drainage system compliant (R405.2.3)			
L	n. Concrete and masonry foundation damp proofing compliant (R406.1)			
L	o. Concrete and masonry foundation waterproofing compliant (R406.2)			
	p. Under-floor crawlspace ventilation compliant ( <b>R408.1</b> )			
3	Floors (Chapter 5)	Yes	No	N/A
	a. Slab-on-ground minimum thickness compliant (R506.1)			
	b. Slab-on-ground base course compliant (R506.2.2)			
	c. Slab-on-ground vapor retarder compliant (R506.2.3)			
	d. General Wood floor joist floor opening framing compliant (R502.10)			
	e. AF&PA/NDS designed floor joist allowable joist spans compliant (R502.3.1 (1))			
	f. AF&PA/NDS designed floor allowable girder spans compliant (R502.5)			
	g. IRC conventional floor framing:			
	i. Allowable joist spans compliant ( <b>R502.3.1 (2)</b> )			
	ii. Floor cantilevers compliant ( <b>R502.3.3</b> )			
	iii. Girder spans compliant ( <b>R502.5</b> )			
	h. Exterior deck: (See IRC Deck Only Checklist)			
4	h. Exterior deck: (See IRC Deck Only Checklist) Wall Construction (Chapter 6)	Yes	No	N/A
4		Yes	No	N/A
4	Wall Construction (Chapter 6)	Yes	No	N/A
4	Wall Construction (Chapter 6)  a. IRC conventional wall framing:	Yes	No O	N/A
4	Wall Construction (Chapter 6)  a. IRC conventional wall framing:  i. Design and construction compliant (R602.3)	Yes	No O	N/A
4	Wall Construction (Chapter 6)  a. IRC conventional wall framing:  i. Design and construction compliant (R602.3)  ii. Stud size, height, and spacing compliant (R602.3.1)	Yes	No O	N/A
4	wall Construction (Chapter 6)  a. IRC conventional wall framing:  i. Design and construction compliant (R602.3)  ii. Stud size, height, and spacing compliant (R602.3.1)  iii. Top plate compliant (R602.3.2)	Yes	No O	N/A
4	wall Construction (Chapter 6)  a. IRC conventional wall framing:  i. Design and construction compliant (R602.3)  ii. Stud size, height, and spacing compliant (R602.3.1)  iii. Top plate compliant (R602.3.2)  iv. Allowable girder/header span compliant (R602.7)	Yes	No O	N/A
4	<ul> <li>Wall Construction (Chapter 6)</li> <li>a. IRC conventional wall framing: <ul> <li>i. Design and construction compliant (R602.3)</li> <li>ii. Stud size, height, and spacing compliant (R602.3.1)</li> <li>iii. Top plate compliant (R602.3.2)</li> <li>iv. Allowable girder/header span compliant (R602.7)</li> </ul> </li> <li>b. IRC conventional wood structural panel (WSP) box header compliant (R602.7.3)</li> </ul>	Yes	No O	N/A
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4	a. IRC conventional wall framing:  i. Design and construction compliant (R602.3)  ii. Stud size, height, and spacing compliant (R602.3.1)  iii. Top plate compliant (R602.3.2)  iv. Allowable girder/header span compliant (R602.7)  b. IRC conventional wood structural panel (WSP) box header compliant (R602.7.3)  c. IRC Prescriptive Wall bracing:  i. Wall bracing gen. construction compliant (R602.10 [IRC 06])  ii. 1x4 Let in Bracing compliant (Table R602.10.4 (1))  iii. Diagonal ¾" thick wood board compliant (Table R602.10.4 (2))  iv. Wood Structural Panel (WSP) sheathing (Table R602.10.4 (3))  v. WSP with stone or masonry veneer (Table R602.10.4 (4))  vi. Structural fiberboard sheathing compliant (Table R602.10.4 (5))  vii. Gypsum board sheathing compliant (Table R602.10.4 (6))	Yes	No	N/A
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	c. Exterior plaster (stucco) support and attachment compliant (R703.7)			
	d. Water-resistive barriers at Exterior plaster compliant (R703.7.3 IRC 2021)			
	i. WR BarrierDrainage Layer installation (R703.7.3.2)			
	e. Stone and masonry veneer, general compliant (R703.8)			
	f. Masonry veneer flashing and drainage compliant (R703.8.2.2)			
	g. Lintels supporting masonry veneer compliant (R703.8.3)			
6	Roof - Ceiling Construction (Chapter 8)	Yes	No	N/A
	a. Roof drainage away from foundation (R801.3)			
	b. AFPA/NDS designed systems allow. ceiling joist span compliant (R802.5)			
	c. AFPA/NDS designed systems allow. rafter span compliant (R802.4)			
	d. IRC conventional ceiling/roof framing:			
	i. Details compliant (min. 3:12 roof slope) (R802.4.4)			
	ii. Allowable ceiling joist span compliant (R802.5)			
	iii. Allowable rafter span compliant ( <b>R802.5</b> )			
	iv. Roof & Ceiling Opening framing details compliant (R802.9)			
	e. Roof rafter tie-down minimum uplift resistance compliant ( <b>R802.11</b> )			
	f. Roof Ventilation requirements ( <b>R806.2</b> )			
	g. Unvented Attic & Unvented enclosed rafter assembliesInsulation (R806.5)			
7	Roof Assemblies (Chapter 9)	Yes	No	N/A
	a. Roofing covering materials compliant ( <b>R902.1</b> )			
	b. Crickets and saddles, where required ( <b>R903.2.2</b> )			
	c. Roof drainage to grade (R903.4)			
	d. Overflow drains and scuppers ( <b>R903.4.1</b> )			
	e. Asphalt Shingle roof covering compliant ( <b>R905.2</b> )			
	f. Clay and concrete tile roof covering compliant (R905.3)			
	g. Metal roof shingle roof covering compliant ( <b>R905.4</b> )			
	h. Mineral-surfaced roll roof covering compliant ( <b>R905.5</b> )			
	i. Slate and slate type shingle roof covering compliant ( <b>R905.6</b> )			
	j. Wood shingle roof covering compliant ( <b>R905.7</b> )			
	k. Wood shake roof covering compliant ( <b>R905.8</b> )			
	I. Built-up roof application compliant ( <b>R905.9</b> )			
	m. Metal panel roof covering compliant ( <b>R905.10</b> )			
	n. Modified bitumen roofing compliant (R905.11)			
	o. Thermo SET single-ply roofing compliant ( <b>R905.12</b> )			
	p. Thermo PLASTIC single-ply roofing compliant ( <b>R905.13</b> )			
	q. Sprayed polyurethane foam roofing compliant (R905.14)			
	r. Roof covering reflectance compliant (R905.17)			
	s. Above deck thermal insulation compliant (R906.1)			
8	Chimneys and Fireplaces (Chapter 10)	Yes	No	N/A
_	a. Masonry fireplace footings and foundations compliant (R1001.2)	IC3		
	b. Firebox wall construction compliant (R1001.5)			
$\vdash$	c. Firebox dimensions and opening support compliant (R1001.6)			
$\vdash$	d. Fireplace opening lintel compliant (R1001.7)			
	e. Smoke chamber dimensions and construction compliant ( <b>R1001.8.1</b> )			
	f. Hearth and hearth extensions compliant (R1001.9)			
	g. Fireplace clearance to combustibles compliant ( <b>R1001.11</b> )			
	h. Masonry Chimney footing and foundation compliant (R1003.2)			
-	i. Masonry chimney wall construction compliant ( <b>R1003.2</b> )			
Ī	i. Mason y chimney wan construction compliant (N1003.10)			

j. Chimney termination compliant (R1003.9)				
k. Flue areas and multiple flues compliant (R1003.13)				
I. Masonry chimney crickets compliant (R1003.20)				
m. Masonry chimney exterior air intake compliant (R10	006.2)			
9 Energy Efficiency (Chapter 11)		Yes	No	N/A
Residential Energy Plan Review Checklist is completed				
10 Fire Safety & Protection Requirements		Yes	No	N/A
a. Dwelling/garage opening/penetration protection re	qmts <b>(R-R302.5</b> )			
b. Infill construction party-wall/0'-0" exterior wall exte No. 0702)	nsion requirements (Bulletin			
c. Under-stair protection (R-R302.7)				
d. Fire protection of floor requirements (UCC 35 P.S. 72	210.901(h))			
e. Smoke detector Location and requirement (R-R314.:	1/F-907.2.11.2)			
f. Carbon monoxide alarms (R-R315.1/F-908.7)				
11 Safeguards During Construction (Code Bulletin BO	503-R2)	Yes	No	N/A
a. Construction documents provided with detailed plar (Underpinning) or Statement of no special precautions				
<ul> <li>b. Soils Report provides information for sheeting/shori adjacent properties (Excavation 12' or less) (CB)</li> </ul>	ng for ROW, alleys and yards of			
c. Engineered designed sheeting/shoring plans provide horizontally closer to edge of adj property than a dista (CB)				
d. Other methods of protection of footways/ROW (tie-	backs/soil nailing is approved by			