Department of
Licenses and Inspections
CITY OF PHILADELPHIA

Pre-Construction Survey - Summary Form

The pre-construction survey (PCS) must be provided in the form of a plan or report and include the required information for all adjacent or adjoining buildings or structures pursuant to Section 4-B-3307 of the Philadelphia Code. This summary form must be filled out for each affected structure and submitted along with the PCS.

The PCS must also be submitted with the permit application and provided to the adjacent property owner. If separate permit applications are submitted for excavation and new construction, the PCS shall be submitted with both applications.

Project Address
Enter the location of work.

1 Address _____

Property Information
Provide general information about the adjacent or adjoining building or structure to the project.

2 Address _____

Height (ft)	Number of Stories	Footprint Dimension (sf)	Occupancy Category	Construction Type

Shared Elements
Are there any shared elements that may be impacted by construction or demolition operations, including but not limited to any visible structural, roof, or wall coverings extending continuously across the property line?

If yes, describe conditions and items (e.g., tunnel alley, chimney, porch structure, retaining wall, yard, driveway, etc.) in the available spaces and determine whether or not they need to be monitored, protected, and/or braced.

If there are more than six conditions, re-number and utilize supplemental pages.

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Yes ☐ **No** ☐

#	If yes, describe condition below	Monitoring Required	Protection or Bracing Required
3.1		Yes ☐ No ☐	Yes ☐ No ☐
3.2		Yes ☐ No ☐	Yes ☐ No ☐
3.3		Yes ☐ No ☐	Yes ☐ No ☐
3.4		Yes ☐ No ☐	Yes ☐ No ☐
3.5		Yes ☐ No ☐	Yes ☐ No ☐
3.6		Yes ☐ No ☐	Yes ☐ No ☐

Work Above Roofline
Does work include demolition or construction above roofline of adjacent or adjoining property?

If yes, describe conditions and items (e.g., bulkheads, chimneys, HVAC equipment, parapets, vertical fire walls, skylights, etc?) in the available spaces and determine whether or not they need to be monitored, protected, and/or braced.

If yes, it must be in accordance with Section 4-B-3307.8 of the Philadelphia Code.

If there are more than six conditions, utilize supplemental pages and assign unique reference number.

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Yes ☐ **No** ☐

#	If yes, describe condition below	Monitoring Required	Protection or Bracing Required
4.1		Yes ☐ No ☐	Yes ☐ No ☐
4.2		Yes ☐ No ☐	Yes ☐ No ☐
4.3		Yes ☐ No ☐	Yes ☐ No ☐
4.4		Yes ☐ No ☐	Yes ☐ No ☐
4.5		Yes ☐ No ☐	Yes ☐ No ☐
4.6		Yes ☐ No ☐	Yes ☐ No ☐

5 Visible Cracks

Does adjacent or adjoining building or structure have any visible cracks?

If yes, describe conditions in the available spaces, and determine whether or not they need to be monitored, protected, and/or braced.

If there are more than eight conditions, utilize supplemental pages and assign unique reference number.

Yes ☐	No ☐

#	If yes, describe condition below	Monitoring Required	Protection or Bracing Required
5.1		Yes ☐ No ☐	Yes ☐ No ☐
5.2		Yes ☐ No ☐	Yes ☐ No ☐
5.3		Yes ☐ No ☐	Yes ☐ No ☐
5.4		Yes ☐ No ☐	Yes ☐ No ☐
5.5		Yes ☐ No ☐	Yes ☐ No ☐
5.6		Yes ☐ No ☐	Yes ☐ No ☐
5.7		Yes ☐ No ☐	Yes ☐ No ☐
5.8		Yes ☐ No ☐	Yes ☐ No ☐

6 Pronounced Deformations

Does adjacent or adjoining building or structure have any pronounced deformations?

If yes, follow same procedure from section five.

If there are more than two conditions, utilize supplemental pages and assign unique reference number.

Yes ☐	No ☐

#	If yes, describe condition below	Monitoring Required	Protection or Bracing Required
6.1		Yes ☐ No ☐	Yes ☐ No ☐
6.2		Yes ☐ No ☐	Yes ☐ No ☐

7 Misalignment of Exterior Wall Envelope

Does adjacent or adjoining building or structure have a misalignment of the exterior wall envelope?

If yes, follow same procedure from section five.

If there are more than two conditions, utilize supplemental pages and assign unique reference number.

Yes ☐	No ☐

#	If yes, describe condition below	Monitoring Required	Protection or Bracing Required
7.1		Yes ☐ No ☐	Yes ☐ No ☐
7.2		Yes ☐ No ☐	Yes ☐ No ☐

Declaration & Signature

I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief.

Licensed Design Professional Name _____ **PE License #**_____

Licensed Design Professional Signature _____ **Date**_____