

CITY OF EASTON



TO: Applicant

SUBJECT: Important Information

CONSTRUCTION PERMITS – After you receive zoning approval, if applicable, the next step in the process is to determine whether or not your building complies with the various building codes based on the actual use. In order to process your application for building, plumbing, electrical or mechanical permits, it is extremely important to provide our office with clear and precise information and plans as outlined in the “*Guide for Submission*”. All applicable forms must be complete and legible. Upon review, and providing your plans address all applicable codes and regulations, you will be issued permits to start work. Applications that do not meet the submission requirements will be returned to the applicant with comment.

The process of making application and plan submission and the subsequent review is designed to provide the applicant with a thorough and timely approval toward a successful completion of your project. It should be noted also that your applications and plans should be submitted well in advance of your starting date for construction. If your property is located within the Local Historic District, you may need to obtain a certificate of appropriateness from the Historic District Commission.

For your information the City of Easton enforces Pennsylvania Act 45 Uniform Construction Code to include the following:

- 2009 International Building Code, Plumbing Code, Mechanical Code, Fuel Gas Code, Residential Code, Energy Code, with amendments
- International Fire Code
- National Electrical Code/2008

as well as:

- BOCA National Existing Structures Code/1987, with amendments
- Applicable Easton City Ordinances as adopted on February 11, 2009

NOTE: CONSTRUCTION IS NOT TO PROCEED UNTIL THE PERMIT APPLICATION IS APPROVED, THE FEE PAID AND A PERMIT CARD IS ISSUED FOR DISPLAY ON THE PROPERTY.

NOTE: A PROPERTY MAY NOT BE OCCUPIED PRIOR TO A FINAL INSPECTION AND THE ISSUANCE OF A CERTIFICATE OF USE AND OCCUPANCY.

Please feel free to contact our office at (610) 250-6724 if you have any questions relating to building permits or submission requirements.