



Commercial Inspection Requirements

Important Information for Contractors Concerning the PA Uniform Construction Code



CITY OF WARREN - BUILDING CODE DEPARTMENT
318 W. Third Avenue, Warren, PA 16365 · (814) 723-6300 · www.cityofwarrenpa.gov

48 HOUR NOTICE IS REQUIRED PRIOR TO SCHEDULING ANY INSPECTION
CALL RUSS BRAUN AT (814) 594-6194 TO SCHEDULE OR TO REQUEST AN INSPECTION
NOTE: Only footer inspections will be given a specific appointment time.

The following information will be required when calling, if necessary please leave a message:

- Name Of Property Owner
- Location of Property to be inspected
- Phone number where you can be reached
- Type of Inspection
- Day or Time of Week Inspection is requested

REQUIRED INSPECTIONS

NOTE: Many of these required inspections can be conducted at the same time. The Building Official may require additional inspections, as necessary, to assure compliance with the Code.

- **FOOTER INSPECTION:** A footer inspection is required after forms have been erected or trenches cut and any required reinforcement steel is in place. **THIS INSPECTION MUST TAKE PLACE PRIOR TO YOUR SCHEDULING CONCRETE DELIVERY TO THE SITE.** The City of Warren is not responsible for costs incurred by the premature scheduling of materials.
- **FOUNDATION INSPECTION:** This inspection is required after the footer / foundation is completed, drainage piping is installed and waterproofing is applied. Also an inspection of the sub-base and vapor *barrier* of the basement floor is required at this time. **This inspection is required prior to any backfilling or pouring of the concrete floor taking place.**
- **STRUCTURAL FRAMING INSPECTION:** When all structural framing is completed and prior to placement of insulation and any covering of walls takes place. **The framing inspection is not considered complete until the electrical, plumbing, and mechanical rough-in inspections are also completed.**
- **ELECTRICAL, PLUMBING, MECHANICAL INSPECTIONS:** A rough-in inspection must be conducted prior to covering any of these building components with insulation or wall coverings. A final inspection of these items will be done during the Final Inspection process.
- **ENERGY INSPECTION:** This inspection is required at some point prior to the covering of any required insulation materials.
- **WALLBOARD INSPECTIONS:** This inspection is required after drywall, or other material, is installed and prior to covering the installation of any wallboard materials such as tape or joint compound.
- **SANITARY INSPECTIONS:** Inspections of connections to a public sewer or inspections of an on-lot septic system are performed independently by the local Municipal Sewer Authority or by the Sewage Enforcement Officer.
- **FINAL INSPECTION:** This inspection is made after the building is completed and final electrical, plumbing, energy, mechanical, and sanitary inspections are verified.
- **CERTIFICATE OF OCCUPANCY:** A Certificate of Occupancy will only be issued after an acceptable Final Inspection and when the construction site has been cleared of all debris and construction waste and equipment. Final grading of the site must also be completed. A Certificate of Occupancy may be issued for a portion of a building, if the portion independently meets Code requirements.

OTHER IMPORTANT CODE REQUIREMENTS

- **CHANGES TO BUILDING PLANS:** As with any construction project, plans and ideas will change as the project progresses. However, any change to the approved building plans **SHALL HAVE ADVANCED WRITTEN APPROVAL BEFORE ANY CHANGE TO THE ORIGINAL PLANS OR WORK MAY TAKE PLACE.**
- **STOP WORK ORDERS:** Upon notice from the Code Official or Inspector that work on any building is being done contrary to approved plans, to the provisions of the Code or in an unsafe and dangerous manner, such work must be immediately stopped. Any person who shall continue such work shall be subject to penalties as provided by law.
- **PLACEMENT OF PERMIT AND CONSTRUCTION DOCUMENTS:** The Building Permit placard shall be located in a visible location and shall be kept on the site of the work until the final completion of the project. A set of approved construction documents shall also be kept on the site of the work and be available to the Inspector until the final completion of the project.
- **INTERPRETATIONS:** By law, the Code Official or Inspector has the power to render interpretations of the Code. However, such interpretations must be in conformance with the intent and purpose of the code. It is very possible that Code Officials in various municipalities may render different interpretations of the same requirement. Any interpretation of the Code Official maybe appealed to the City of Warren Joint Board of Appeals. A fee is charged to file an appeal.
- **RESPONSIBILITY:** By law, the City of Warren and any Building Official or Inspector acting in good faith and without malice cannot be held liable for any liability or damage accruing to persons or property as a result of any act or omission in the discharge of official duties. The builder or individual who actually committed the violation of the Code is the responsible party; this is usually the contractor. It is the duty and responsibility of every person who performs construction work for which the Code is applicable to be knowledgeable and to comply with the requirements of the International Building Codes and the Pennsylvania Uniform Construction Code.
- **RIGHT OF ENTRY:** The Building Official or Inspector has the right to enter property at reasonable times to perform inspections or when reasonable cause exists that violations of the Code exist on the property. If entry is refused, the Official shall have recourse to the remedies provided by law to enter the property.
- **CONSTRUCTION & DEMOLITION WASTE:** All waste generated by construction must be properly disposed of. **BOTH STATE AND LOCAL LAWS STRICTLY PROHIBIT THE BURNING OF ANY CONSTRUCTION OR DEMOLITION WASTE.**
- **TOILET FACILITIES FOR WORKERS:** The Code requires that all construction sites have toilet facilities available to workers. Typically a portable toilet can be rented and installed temporarily at the construction site. A Permit is not required to install this type of unit.
- **CALL BEFORE YOU DIG ... IT'S THE LAW! Call PA One Call at (800) 242-1776** three business days in advance of any digging to have underground utilities located. By calling PA One Call, all member facility owners in your work site will be notified of your plans and will mark their lines in the vicinity of the construction area.

**IF YOU HAVE ANY QUESTIONS REGARDING ANY CODE REQUIREMENT,
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AT (814) 723-6300, EXT. 116, or codes@cityofwarrenpa.gov.**