



CITY OF PHILADELPHIA

DEPARTMENT OF LICENSES AND INSPECTIONS
11TH Floor - Municipal Services Building
1401 JFK Boulevard
Philadelphia, Pennsylvania 19102-1676

Robert D. Solvibile, Sr.
Commissioner

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For immediate release: September 26, 2005

PUBLIC NOTICE

The City of Philadelphia, Department of Licenses and Inspections will apply imaging surcharges to all building plans and related reports that are submitted on or after October 3rd 2005, as mandated by The Pennsylvania Uniform Construction Code (P.U.C.C.).

Robert D. Solvibile Sr., Commissioner of Licenses and Inspections, says "we are moving toward electronic imaging as result of P.U.C.C. requirements for perpetual plan retention and because of the volume of plans processed, electronic imaging is more economical. In accordance with the P.U.C.C., the Department will retain these electronic images as long as the building, structure or equipment remains in existence."

Commissioner Solvibile further states "this necessitates the imposition of an imaging surcharge to cover the cost of meeting the requirement. A \$4.00 surcharge will be imposed on all building plans and related reports submitted on or after October 3rd, 2005 for each sheet larger than 8 1/2" X 14". This will be added to the final cost of the Building Permit payable when the permit is issued."

In order to implement the imaging process, the Department can only accept plans meeting the following standards:

- Plans submitted for Building Permits must have three copies;
- meet size standards (maximum size:34"X44", minimum size: 11" X17");
- be fully dimensioned and drawn to acceptable scale (minimum scale 1/8"=1'(1/4"=1' for details);
- and have no applicant information on back.

Plans not meeting these standards and the related application will be returned to the applicant as unacceptable.

Additional information regarding construction document requirements can be obtained by accessing the Department's web site through www.phila.gov/li . Once there, click on "Construction Information" and Construction Document Requirements."

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