



## **HILLTOWN TOWNSHIP**

13 West Creamery Road  
P.O. Box 260  
Hilltown, PA 18927  
(215) 453-6000 Fax: (215) 453-1024  
[www.hilltown.org](http://www.hilltown.org)

### **General Requirements for Basement Alteration Permit Submission**

- ❖ All construction work must comply with the Pennsylvania UCC, as amended.
- ❖ Submit 2 complete sets of drawings to scale.
- ❖ Prepare floor plan showing basement layout, including all dimensions indicating new and existing walls, door sizes, stair widths, stair railings, closets, mechanical rooms, etc.
- ❖ Provide location of all proposed plumbing fixtures, ejector pumps, etc.
- ❖ Provide electrical plan layout indicating receptacles, lighting, smoke detectors, panels, etc.
- ❖ Provide wall cross-section indicating ceiling height, type of finish for ceiling, type of wall framing, fire stopping and wall finish. Example enclosed with this packet.
- ❖ Submit all items above with a completed Building Permit Application Form to the township building.

#### **Typical Basement Requirements**

1. Fire stopping shall be installed where required; in basement renovations all concealed spaces created by new walls shall be fire stopped. See example.
2. Access (or access panels) shall be provided for all plumbing cleanouts, water shut offs, and electrical panels.
3. Stairways will meet the requirements of the UCC of 8-1/4" max rise and 9" minimum run.
4. Floor plans shall be labeled to show finished areas proposed use.
5. At least one smoke detector is required in the finished basement, or if a bedroom is installed, one is required directly outside the bedroom and one inside the bedroom.

Any questions may be directed to the Building Department at (215) 453-6000 ex 214