



Changes Log

Revised: November 21, 2024

Affected Process	Change Type	Description	Link for Additional Information			Date Issued	Date Effective
	Process	Board Decision for Fee / Fine Adjustment: An appellant receiving any adjustments to a license fee or violation fine through a Tax Review Board or Board of License Review decision must notify L&I through an in-person or virtual appointment. For license fee adjustment, schedule an appointment using Qless. For violation fine adjustment, use the online appointment form.	Online appointment form	Schedule an appointment		20-Oct-24	20-Oct-24
Plan Review	Code	2021 I-Codes transition: The 2021 I-Codes with state and local modifications will become effective in July 2025. All new permit applications must conform to the 2021 I-Codes beginning January 2026. The Pennsylvania Department of Labor and Industry's Review and Advisory Council has issued the 2021 ICC Code Adoption Final Report.	2021 ICC Code Adoption Final Report				1-Jul-25
Plan Review	Code	2021 Philadelphia Plumbing Code: The PAB has reviewed all changes to the 2021 International Plumbing Code and provided recommendations to better accommodate our local conditions. The Proposed Changes to the 2021 IPC, excluding those changes already adopted by ordinance can be found on the website.	Proposed changes to the 2021 IPC	2021 IPC changed sections	2018 Philadelphia Plumbing Code Changes		1-Jul-25
	Code	Permit and License Fee Schedule Regulation: This regulation increases permit and license fees by the rate of inflation and will apply to all new applications filed on or after January 1, 2025. The 2023 fees will continue to apply to applications filed before January 1, 2025.	Regulation			20-Aug-24	1-Jan-25
Inspections	Process	Fire Safety Evacuation Plan: Beginning September 3, 2024, the Fire Safety and Evacuation Plan approved by the Philadelphia Fire Department must be submitted to L&I through the Permit Hold prior to scheduling final inspection of a new high-rise building.	Plan requirements			28-Aug-24	3-Sep-24
Inspections	Process	Scheduling Final Inspections: On September 3, 2024, the Department will begin assessing a \$100 fee when an inspection must be rescheduled because the work is not ready for final inspection. The fee must be paid prior to the rescheduling a final inspection.				28-Aug-24	3-Sep-24

	Code	Alternative Training Program Approval: The department has approved Compliance Management International (CMI) as an alternative training program to OSHA 3015 training. At least one site safety manager who has completed the OSHA 3015 Excavation, Trenching and Soil Mechanics Course or an approved alternative is required to be identified for the Excavation Contractor License. This license is required to perform excavations more than 5 feet below adjacent grade.	CMI	Approved alternative	Excavation Contractor License	31-Jul-24	
Permit issuance	Code	Inflation Bill #240430: The Philadelphia City Council introduced Bill No. 240430. Currently, L&I is authorized to revise, by regulation, permit and license fees established on or before July 1, 2017, by the CPI Multiplier. If enacted, this legislation would authorize L&I to revise, by regulation, all permit and license fees by the CPI multiplier, regardless of when they were established.	Bill #240430			9-May-24	
License Issuance	Code	Electrical Inspection Agency License Regulation: This regulation includes additional conditions for the agencies to maintain licensure and shall become law after 30 days of filing should no public hearing be requested.	Electrical Inspection Agency License Regulation			5-Apr-24	5-May-24
Plan Review	Process	Plan Review Information Document: Beginning in May, a document that provides review/plan reviewer information and a summary of review comments will be generated for each permit review. The document will be available on the "Review" tab of the permit job. A separate document will be generated for each review type (building, electrical, plumbing) on a permit application.				24-Apr-24	May-24
	Process	New Payment System (Kubra): The city of Philadelphia is transitioning to a new electronic payment system, KUBRA beginning May 5th. Payments made through eCLIPSE will utilize this new system. The only major changes to be expected are a decrease in credit card surcharges and a flat fee for debit card transactions.				24-Apr-24	5-May-24
Building Maintenance Inspection	Enforcement	Annual Building Certifications: Beginning April 1, 2023, all certifications were to be submitted to the City by the licensed inspector through http://eclipse.phila.gov . Any outstanding certifications should be submitted to the Department by May 31, 2024. If the license certifications are not submitted by May 31, 2024, property and business owners may be subject to a violation. You may verify that certifications have been successfully submitted to the City through atlas.phila.gov . Search for your property address and click on the "Licenses and Inspections" tab to find all Building Certifications submitted for the property.	Code Bulletin A-2204			1-Apr-23	31-May-24
Permit issuance	Code	Plumbing Code Changes: Code changes adopted under Bill No. 230653, shall apply to all plumbing applications filed on or after April 1, 2024. The digital version of the Philadelphia Plumbing Code will be updated to reflect the upcoming changes; however paper copies ordered through the ICC will not reflect recent changes.	Bill No. 230653	Plumbing Code Changes FAQ	Webinar slides	27-Feb-24	1-Apr-24
Building Maintenance Inspection	Enforcement	Building certification update - Certain life safety systems, building components and structures are subject to periodic testing and inspection requirements. All certifications were to be submitted to the City by the licensed inspector through eCLIPSE. Building owners and licensed inspectors may be subject to enforcement action if required certifications are not submitted by April 1, 2024.	Code Bulletin A-2204			31-Jan-24	1-Apr-24

Permit issuance	Process	Unpaid LVNs and SVNs - Unpaid fines imposed under License and Site Violation Notices have been referred to a third-party agency for recovery. Violators will be contacted by the agency, Revenue Collection Bureau, Inc. starting in February. The Department will begin the automatic withholding of licenses and permits for unpaid fines later this year.				31-Jan-24	24-Feb-24
Permit issuance	Process	EZ Bathroom and Kitchen Renovation Standard - This new EZ plumbing permit standard is designed to allow a registered master plumber to obtain approval of incidental alteration to a bathroom or kitchen in an existing single-family dwelling without a separate building permit. The EZ bathroom and kitchen remodel work-type may be selected when submitting the plumbing permit application, and can be performed through a virtual inspection.	EZ Bathroom and kitchen renovation standard			31-Jan-24	1-Feb-24
Inspections	Process	Amended Building Permit Pilot: The Department is undergoing a pilot to expand the scope that may be approved by the building inspector without formal amendment. The expanded scope is comprised of changes that require update to the permit record but limited code review. If your project involves any of the changes listed below, you must contact your building inspector directly for a determination of eligibility and next steps on submitting required documentation. The specific changes identified for the pilot are: -Minor structural modifications to existing plan details accompanied by a sealed engineer's report. Exclusions: changes to the size or location of foundation walls/footings, foundation support, exterior wall bracing, rated assemblies, or height of building. -Minor adjustment to location of non-rated, non-structural interior partitions that do not lengthen egress pathways/travel distance. -Change in type of window in an existing opening, provided that the size is not altered, there is no impact on energy compliance, it is not part of required means of egress, and it is not a historic property. -Change in DPRC-SI or Special Inspection Agency for future work. Changes submitted AFTER work is completed must be submitted for evaluation through a permit amendment.					1-Dec-23
Inspections	Process	Virtual Inspections: The pilot program for virtual inspections for some General Minor Permits consisting of EZ Deck, EZ Roof Covering Replacement, and EZ Wall Covering Replacements will be available by the end of 2023.	Webinar Slides	Instructional Info Sheet		30-Oct-23	1-Dec-23
Permit issuance	Code	Zoning Requirements for Undefined Structures Code Bulletin Z-2301: This code bulletin establishes zoning permit requirements for structures that are not specifically referenced in the Philadelphia Zoning Code.	Code Bulletin Z-2301			29-Sep-23	29-Sep-23
License Issuance	Process	A Limited Lodging Operator License may only be issued to a natural person and will not be issued in the name of a company (LLC). Only owners or tenants living in the property as their primary residence is eligible for this license. The Limited Lodging Operator License Application and Limited Lodging FAQ have been updated to clarify this requirement.	Limited Lodging Operator License application	Limited Lodging FAQ		29-Sep-23	29-Sep-23
Permit issuance	Process	A newly developed Pre-Authorization of Multiple Electrical Service Connections information sheet outlines the conditions under which multiple electrical service connections to be a building may be permitted. This document includes the application process and submission requirements necessary to obtain a permit or other written approval that is often required by PECCO.	Information Sheet			29-Sep-23	29-Sep-23
Permit issuance	Process	Code Bulletin A-2001-R1 Construction Permit Expiration for Projects: was updated to highlight the parent building permit establishes status of all related trade permits, and date entries in the Department's electronic record visible to the public do not supersede expiration laws identified in the Philadelphia Administrative Code and listed on the permit.	Code Bulletin A-2001			29-Sep-23	29-Sep-23

Permit issuance	Process	The Modular (Industrialized) Building information sheet was updated to reflect the new Pa DCED regulations governing modular commercial construction. Any permit application for commercial modular construction filed on or after January 1, 2024 must comply with the new program requirements established by Pa DCED and as described in the information sheet.	Information Sheet			29-Sep-23	1-Jan-24
Permit issuance	Code	Proposed Plumbing Code Amendments: Bill No. 230653 primarily addresses certain errors and omissions that have been identified since the original implementation of the 2018 Philadelphia Plumbing Code.	Bill No. 230653			28-Sep-23	1-Apr-24
Permit issuance	Code	Chimney and Vent Extension Regulation: This regulation outlines the responsibilities of the builder and the property owner when construction impacts the chimney or vent clearance on an adjacent property. The Department prepared a draft information sheet to provide a better understanding of how this regulation will be enforced. All applications filed on or after January 1, 2024 will be required to conform to these requirements.	Notice of Required Chimney or Vent Modification Form			22-Sep-23	1-Jan-24
			Regulation	Chimney and Vent Extension Information Sheet	EZ Chimney/Vent Extension Standard		
Permit issuance	Process	Zoning permit amendment information sheet: Was updated to reflect the recent changes to the regulation concerning amendments to permit applications.	Information Sheet			23-Aug-23	23-Sep-23
Permit issuance	Process	Water Department (PWD) will insert holds on new building permit applications triggering the PWD Stormwater Management Review. PWD will resolve the hold once compliance is confirmed for the project and associated permit. The final CO will not be issued by L&I until the PWD hold has been resolved. Temporary CO may also be held for projects that include stormwater related Zoning Permit Bonus.				12-Jun-23	1-Aug-23
Inspections	Process	Electrical Inspection Agency Changes - if a contractor associated with an electrical permit is terminated, the electrical inspection agency must inform the department. The agency must upload a completed Electrical Inspection Agency Contract Termination form when submitting an electrical status update through their eCLIPSE portal.	Electrical Inspection Agency Contract Termination form			12-Jun-23	1-Jul-23
License Issuance	Process	Mobile Fueling License: The regulation establishing a Fleet Vehicle Mobile Fueling License to fuel fleet vehicles at commercial, industrial, governmental, or manufacturing facilities is now effective. This new license is now available in eCLIPSE.	Regulation	Mobile Fueling license		29-Mar-23	29-Mar-23
Permit issuance	Process	eCLIPSE Zoning permit application: Beginning May 1, 2023, documents required for City Planning Site plan approval must be uploaded as a separate file in the eCLIPSE Zoning Permit Application. This requirement is intended to mitigate downstream delay that may occur when a zoning plan is revised for reasons un-related to the City Planning review.	City Planning site plan approval				1-May-23

Permit issuance	Process	Aboveground fire suppression certification form: Beginning April 1, 2023, the aboveground contractor's materials and test certificate submitted for fire suppression systems design under NFPA 13 or NFPA 13R must include a copy of Form 79-770 (Backflow Prevention Assembly Test and Maintenance Record) and confirm that the form was submitted to the Philadelphia Water Department.	Form 79-770 (Backflow Prevention Assembly Test and Maintenance Record)				1-Apr-23
Inspection	Process	Change in contractor: Starting April 1, 2023, property owners or their representatives requesting to remove and/or add a new contractor to their permit must complete a change in contractor form and upload it to the online request form.	Change in contractor form	Online request form			1-Apr-23
Building Maintenance Inspection	Process	Generator manufacturer representative registration: Annual certification of emergency and standby power systems may be performed by an individual approved by the equipment manufacturer to perform testing and inspection. All periodic testing and inspection reports must be submitted through the eCLIPSE portal beginning April 1, 2023. An individual operating under a manufacturer's approval must be registered with L&I in order to submit certifications through the eCLIPSE portal. This annual certification may also be performed by a licensed electrical contractor.	Registration				1-Apr-23
Permit issuance	Process	All applications for commercial modular construction through December 31, 2023, must include the Notice of Approval for Commercial Construction (and other application information required for Industrialized Buildings) or confirmation that building is to be reviewed under the PBCOC. All applications submitted on or after January 1, 2024, will be reviewed in accordance with the PA Industrialized Act (12 PA Code Chapter 145) and associated regulations.	Pennsylvania Bulletin (Volume 53, Issue 6)				1-Jan-24
Permit issuance	Process	Mixed Income Neighborhood (/MIN) Overlay District: Section 14-533 of the Philadelphia Zoning Code includes provisions for Residential Housing Projects located within the Mixed Income Neighborhood (/MIN) Overlay District. L&I has created a new supplemental form that is intended to clarify if the application is required to comply with the requirements of the /MIN Overlay. Effective February 1, 2023, this supplemental form will be required to be submitted with all zoning permit applications for development in the /MIN Overlay.	Supplemental Form			23-Jan	1-Feb-23
Building Maintenance Inspection	Process	Periodic testing and inspection reports - Beginning April 1, 2023, periodic testing and inspection reports must be uploaded through the online eCLIPSE portal by the individual or company performing the inspection. Review Code Bulletin A-2204: Periodic Inspection Report for submission requirements. A contractor or design professional must be licensed or registered with the Department to submit certifications through the online portal. Visit eCLIPSE Help for instructions on associating or registering a license. Manufacturer's representatives who perform testing of emergency standby power systems will be required to register their manufacturer approval in eCLIPSE. Look out for more information on the registration as it becomes available in early 2023. Information on certifications received for a specific property will become available through Atlas in 2023. This will make the status of critical life safety and building inspections available to the public and enable an owner to verify that the contracted inspector submitted results to the Department.	Code Bulletin: A-2204			22-Dec-22	1-Apr-23
Permit issuance	Process	Demolition permit checklist - New property protection laws that take effect on January 1, 2023, have a unique impact on complete demolition projects. The Department has published a new Demolition Permit Plan Review Checklist to assist permit applicants in navigating new requirements. Please also review Code Bulletin B-2203: Demolition Permit Requirements and Demolition Permit Slides from last month's webinar to prepare for imminent changes.	Demolition permit plan review checklist	Code Bulletin: B-2203		22-Dec-22	1-Jan-23

License Issuance	Process	<p>Streeterly license - Customers can now apply for a Streeterly Pre-requisite Approval from the Department of Streets through their online form. Once you receive the Notice of Requisite Approval from the Department of Streets, you must upload a copy with your Streeterly License Application with L&I. Starting December 1, 2022, L&I will begin accepting Streeterly License applications through eCLIPSE. If erecting a Streeterly structure, a separate building permit will also be required and must comply with the provisions of Code Bulletin B-2201. Review the Philadelphia Streeterly License Guide for more information about the Philadelphia Outdoor Dining Program. You can also visit the L&I website for more information on Streeterly licensing requirements. Note: Temporary sidewalk café licenses and any Zoning permit for a temporary use will terminate on December 31, 2022. You must obtain a permanent Sidewalk Café License and applicable Building / Zoning Permits prior to this date, or all structures and seating must be removed.</p>	Pre-requisite approval	Code Bulletin: B-2201	Philadelphia Streeterly License Guide	30-Nov-22	1-Dec-22
Permit issuance	Code	<p>New Statement of special inspection form - The Statement of Special Inspections form has been revised to incorporate new category for structural stability and to better identify the special inspection license category that must be entered into online applications. The new form shall be mandatory for all applications filed on or after January 1, 2023.</p>	Statement of special inspection form			30-Nov-22	1-Jan-23
Permit issuance	Process	<p>Discontinued 3" water and fire service connections - PWD suppliers have discontinued manufacture of 3" ductile pipe; therefore, 3" domestic and fire service connections shall no longer be permitted. If you already have an active L&I plumbing or fire suppression permit which includes a 3" connection, please obtain your PWD connection permit as soon as possible. Applicants with approved 3" connections on their Utility Plans who have not obtained a connection permit OR a plumbing / fire suppression permit must submit a Utility Plan Field Change to PWD to modify the pipe size. Note: While the 3" service size will remain available for selection on eCLIPSE plumbing and fire suppression applications until the system can be updated, L&I cannot approve any permit applications with a 3" service. We apologize for any confusion that the delayed eCLIPSE update may cause.</p>					1-Dec-22
Permit issuance	Code	<p>Rescission of 2021 Accessibility Provisions - The Pa Department of Labor and Industry (Pa DLI) has announced that, on October 26, 2022, the Commonwealth Court issued an opinion in Pennsylvania Builders Association v. Department of Labor and Industry, which permanently enjoined enforcement of the 2021 accessibility updates to the Uniform Construction Code. Pa DLI has determined that enforcement of the 2021 accessibility provisions shall cease immediately and the 2018 accessibility standards in effect prior to December 25, 2021, shall remain in effect. Pursuant to the requirements of the Pa Uniform Construction Code, the Department of Licenses and Inspections (L&I) began mandatory enforcement of the 2021 accessibility provisions for applications received on or after July 1, 2022. In accordance with the recent directive of Pa DLI, Code Bulletin B-2101: Implementation of 2021 International Code Accessibility Provisions was rescinded on Oct 31, 2022 and the City of Philadelphia reverted to the accessibility provisions contained in the 2018 International Codes. Permits issued and reviewed under the 2021 accessibility provisions shall remain in effect and construction must proceed in accordance with approved permit documents. If an owner wishes to build to lesser accessibility requirements contained in the 2018 International Codes, an application to amend the permit must be filed.</p>				30-Nov-22	31-Oct-22
Permit issuance	Process	<p>Excavation Permit, Demolition Permit and Protection of Adjacent Property - Provisions of Bills 210389 and 220008 significantly effect new construction, demolition, and structural alteration permits filed on or after January 1, 2023 and include the following: 1) Excavation; 2) Protection of property; and 3) Demolition.</p>	Code Bulletin B-2203	Information Sheets	Party Wall Protection EZ Permit		1-Jan-23

Inspection	Process	Timeline for scheduling permit inspections is changing - In an effort to reduce the number of inspections being failed, cancelled, or rescheduled, the department will be making a change to the timeline for inspection requests. Beginning November 1, 2022, permit holders must schedule inspections by 8 a.m. on the business day preceding the requested inspection date. (i.e. To schedule an inspection for Wednesday, you must submit the request by 8 a.m. on Tuesday; To schedule an inspection for Monday, you must submit the request by 8 a.m. on Friday)				26-Oct-22	1-Nov-22
Inspection	Process	Rodent Control Plan on Vacant Lots - In accordance with Bill No. 210902, a vacant lot must be inspected annually by a Pa licensed pest control company for evidence of rodent infestation. Where rodent activity is detected, a rodent control plan shall be implemented. Lots regularly maintained as gardens are not subject to this inspection requirement. The initial inspection must be completed by March 2, 2023. Subsequent inspections must occur each year thereafter. The inspection report prepared by the pest control company and any associated rodent control plan must be submitted to the Department through the online form within 7 days of completion.	Bill No. 210902	Online form		26-Oct-22	2-Mar-23
License Issuance	Process	New Rental License supplemental forms - In an effort to guide applicants through the evolving requirements associated with a rental license, L&I has launched a new rental license supplemental information form. This form must be uploaded with all new rental license applications submitted on or after November 1, 2022. A Proof of Use and Occupancy information sheet has been created to help walk you through the minimum documentation the department will accept as proof that a residential occupancy is legal.	Rental license supplemental information form	Proof of use and occupancy information sheet		26-Oct-22	1-Nov-22
Permit issuance	Process	Permit Amendments – Following a public hearing conducted on September 29, 2022, amended regulations establishing criteria for permit amendments were published and became law on October 24, 2022. These criteria will be applied to all new permit amendment applications received after Oct 24, 2022 . Refer to the modified Amended Zoning permit process and Amended Building permit process information sheets for additional information.	Regulation	Amended Zoning permit process info. sheet	Amended Building permit process info. sheet	24-Oct-22	24-Oct-22
Permit issuance	Process	Rodent Control Management – Regulations establishing the minimum criteria for the rat abatement plan required for complete demolition and new construction became law on Oct 20, 2022. In accordance with Section 4-A-1103 of the Philadelphia Code and associated regulations, a Rodent Control Management Plan shall be developed and implemented at least 15 days prior to the start of a complete demolition or new construction project. The plan shall be prepared by a Pa licensed pest control company and include the following information: License and contact information for the pest control company used; Results of an initial site survey/inspection conducted by the pest control company; Information on rodent activity detected, and the associated treatment to abate rodents prior to demolition or construction activity; Details on the Integrated Pest Management approach for addressing rodents at the site, including Material Safety Data Sheet (MSDS) information on rodenticides that may be used; Schedule of monitoring and follow-up inspections that will be conducted by the pest control company. The Rodent Control Management Plan, inspection reports, and abatement records shall be kept on site for the duration of demolition or construction and furnished to the Department upon request.	Regulation			20-Oct-22	1-Jan-23
Permit issuance	Process	Mandatory project scoping meeting for residential development with three or more homes on the same or adjacent parcel(s) will be phased-in as a requirement when the associated zoning permit is issued on or after October 1, 2022. You must schedule an appointment to meet with Permit Services plan review staff prior to submitting for your building permit application and you will be prompted for the City-managed project number at application.	Project scoping meeting			27-Sep-22	1-Oct-22

License Issuance	Process	Managing Agent - All rental license holders who do not reside or maintain a business office within Philadelphia must identify a managing agent located within the City. Effective October 7, fields will be provided in eCLIPSE that will enable a license holder to identify managing agent information on new and renewal rental license applications.					7-Oct-22
Permit issuance	Process	Rat Abatement: A joint L&I and Public Health regulation establishes minimum criteria for the rat abatement plan required for certain construction activity and identifies a threshold for building rehabilitation requiring this plan.	Rat Abatement				28-Sep-22
Permit issuance	Process	Updates to sections 14-705 and 14-803(5) institute new processes and requirements for trees and landscaping associated with development pursuant Bill No. 220414. All healthy trees of a minimum size that are removed from a lot during development must be replaced, but starting October 3, 2022, these requirements may be waived in exchange for the payment of an in-lieu fee to the Department of Parks and Recreation. In addition, the number, types, and location of planting in and around parking lots, required land use buffers, and yards have been changed. If an applicant is able to demonstrate that they are unable to meet these requirements, they may be granted a waiver, contingent upon the payment of an in-lieu fee to the Dept. of Parks and Rec. Proof of payment must be submitted with the associated building permit application. Review changes to landscaping and tree preservation regulations for complete information on plan submission requirements.	Bill No. 220414	Landscaping and tree preservation regulations	Tree In-Lieu Fee Payment Fact Sheet		3-Oct-22
Permit issuance	Process	Rough-in Plumbing: Effective October 7, a new option for a plumbing rough-in permit will appear on the eCLIPSE permit menu screen to provide a more direct application process.					7-Oct-22
Permit issuance		Permit and license fee schedule regulation - increase fees by the rate of inflation and will apply to new applications filed on or after January 1, 2023.	Regulation	Fee Schedule			1-Jan-23
License Issuance	Process	Elimination of Sheet Metal Technician Examination requirement - The requirement to successfully complete the Philadelphia Sheet Metal Technician Examination administered by the ICC has been eliminated by Bill No. 210740. Proof of the completion of a Registered Sheet Metal Systems Technician Apprentice Program registered with the United States Department of Labor or a State Apprenticeship Council is still required and must include a) a minimum of 8,000 hours of documented practical experience in the installation maintenance, and other servicing of sheet metal systems, and b) at least 800 hours of classroom, shop, or related instruction in the installation, maintenance, and other servicing of sheet metal systems.	Bill No. 210740	U.S. Dept of Labor	State Apprenticeship Council		25-Aug-22
License Issuance	Process	A new special inspection license category, Structural Stability of Existing Buildings or Structures , has been established and created to support new special inspection requirements for existing buildings under Bill No. 220008. Page 11 of the amended regulations relating to special inspector qualifications outlines the license criteria.	Bill No. 220008	Amended regulations			1-Jan-23

Permit issuance	Process	PA Act 537 - Applicants submitting a Commercial Building Permit application for new construction must include a completed Sewage Facilities Planning Module Application Mailer (Mailer) with their eCLIPSE application. The Mailer can be found on the Philadelphia Water Department (PWD) website. Residential Building Permit applications will not be required to include the Mailer but may choose to upload the completed form as an application document with their permit application. Any questions about the Mailer or the PA Act 537 review process should be directed to PWDAct537@phila.gov	https://www.pwdplanreview.org/upload/pdf/Act_537_Sewage_Facilities_Application_2021.pdf			1-Oct-22
License Issuance	Process	Fire suppression systems apprentice license requirement update - The requirement to provide Form 671 as the ONLY proof of enrollment in a Registered Fire Suppression Systems Apprenticeship Program has been rescinded. Proof of apprenticeship required with a license application must be submitted in one of the following forms: a) Affirmation under the penalty of perjury that you are currently enrolled in a Registered Fire Suppression Systems Apprenticeship Program that includes at least 8,000 hours of practical experience in the installation or maintenance of fire suppression systems and at least 800 hours of classroom, shop or related instruction in the fire suppression system trade. The statement must also include your name, date and signature AND the name and contact information for the apprenticeship program; OR b) Form 671 or equivalent documentation demonstrating your current enrollment in an apprenticeship program that includes at least 8,000 hours of practical experience in the installation or maintenance of fire suppression systems and at least 800 hours of classroom, shop or related construction in the fire suppression system trade.				21-Jul-22
Permit issuance	Process	EZ permit standards - updated to incorporate the 2018 IRC provisions and all applicable EZ permit applications submitted on or after August 14, 2022 must utilize the new standards.	EZ standards			14-Aug-22
Permit issuance	Process	Permit extensions - Unless an extension is granted by the department, most permits issued by L&I shall become invalid if the authorized work is not commenced within six months after the permit issuance date. Bill no. 220384 allows L&I to issue up to two six-month extensions to commence work. This 2nd permit extension does not apply to work that has started but is stalled.	Bill No. 220384	Construction permit extension info sheet		6-Jul-22
Permit issuance	Process	Permit filing date - A new regulation establishing a permit filing date that accounts for online processing times and minor application corrections will go into effect June 19, 2022.	Regulation			19-Jun-22
Permit issuance	Code	New excavation contractor license and excavation permit - Bill No. 210389 and Bill No. 220008 is intended to increase protections during construction by requiring a new excavation contractor license and excavation permits. New special inspector license categories, pre-construction survey and monitoring requirements, required notification to adjacent property owner, and building/site restoration after demolition	Bill No. 210389	Bill No. 220008	Code Bulletin B-0503-R3	20-Jul-21 1-Jan-23
Permit issuance	Process	Civic Design Review Revision Form - Any changes made to plans as a result of the Civic Design Review process will require a completed Civic Design Review Revisions Form. This form is intended to outline changes made to the plans as a result of the Civic Design Review process only and any changes that are not a result of the CDR process may require the submission of a new application.	Civic Design Review Form			23-May-22 1-Jul-22
Inspections	Process	A construction certifications "hold" type will be triggered for all plumbing permits for new construction that include interior piping. The registered master plumber will be required to upload the Plumbing Systems Certification Form to the associated Plumbing Permit prior to requesting any final inspections.	Plumbing Systems Certification Form			23-May-22 1-Jul-22

Inspections	Process	A construction certification "hold" type will be triggered for the replacement of water heaters and registered master plumbers will be required to upload the water heater replacement certification form to the associated plumbing permit prior to requesting any final inspection.	Water heater replacement certification form				1-May-22
Inspections	Process	A letter of approval for the emergency responder communications system from the Philadelphia Fire Department, Fire Code Unit will be required for all new high-rise buildings. The letter must be uploaded to the associated building permit prior to requesting any final inspections.					1-May-22
Inspections	Process	Fire suppression worker specialty license - Individuals completing testing and inspections for water-based fire protection systems are required to possess a Fire Suppression Worker Specialty License and effective July 1, 2022, these individuals must be identified when uploading annual certifications to eCLIPSE. Proper licensure will be validated.	Annual certification	FSW Specialty License			1-Jul-22
Permit Issuance	Code	Excavation permit: Persons or business that perform or offer to perform excavation services will require a separate excavation permit.	Bill No. 210389			22-Mar-22	1-Jan-23
License Issuance	Code	Excavation contractor license - Persons or business that perform or offer to perform excavation services will require an excavation contractor license. The license will require proof of OSHA training, \$2M comprehensive general liability insurance and \$100,000 bond. Starting in september 2022, contractors can apply for this license in eCLIPSE.	Bill No. 210389			22-Mar-22	1-Jan-23
Permit Issuance	Process	Electrical vehicle charger - New regulation governing the placement of an electrical vehicle charger on a public sidewalk has been published. A new EZ Permit standard for EVC systems to waive the requirement for electrical plans and separate building permit is available. Pre-approval of Streets and Art Commission are required for installation on the sidewalk.	EZ permit standard for EVC systems	Regulations			Feb-22
Inspections	Process	Construction certifications for mechanical HVAC - in lieu of the Manual J and S reports, contractors must complete and upload the newly created HVAC equipment certification form to verify the building loads and equipment sizing for new, one-or-two family dwellings.	HVAC equipment certification form			22-Jan-22	Jan-22
License Issuance	Code	Limited lodging/short-term requirements - Bill No. 210081 changes the existing regulations for owners / renters that offer their homes as limited lodging rentals in Philadelphia. Starting April 1, 2022, the following licenses will be required: a) limited lodging operator license and b) limited lodging and hotels booking agent license.	Bill No. 210081	Short-term rental FAQ		1-Jan-22	Apr-22
Permit Issuance	Code	Code Adoption of 2021 accessibility and 2018 residential provisions of International Codes.	Summary of significant changes to the 2021 acc. Code provisions	Summary of significant changes to the 2018 resid. Code provisions	Code Bulletin B-2202	22-Jan-22	1-Jul-22 and 14-Aug-22

Permit Issuance	Process	Submission process for Zoning permits that are eligible for an extension has changed. For by-right permits issued and/or ZBA approvals, granted on or before March 13, 2020 - Must submit a Zoning/Use registration permit application and select the same permit type as the original permit; For permits issued after March 13, 2020 - customers submitting in-person must complete the amendment or extension to issued permit application form and customers submitting online must upload the online permit amendment form with their permit extension request.	Amendment or Extension to Issued Permit application form	Online Permit Amendment Form		1-Jan-22	Jan-22
License Issuance	Process	Commercial Lessor - Bill No. 210917 was recently signed by the Mayor to require commercial lessors to provide certain disclosures before entering lease agreements and provides related protection to tenants.	Bill #210917			21-Dec-21	Mar-22
Permit Issuance	Code	Temporary Sidewalk Café Licenses - new legislation (bill #210798) extends this license until December 31, 2022. Streetery licenses - new ordinance (Bill #210776) enacted will allow restaurants to set up permanent streeteries in certain authorized geographic areas in the City. Temporary use permits - Amended Regulation authorizes temporary sidewalk cafe on private property are extended through December 31, 2022.	Bill #210798	Bill #210776	Amended Regulation	1-Dec-21	Jan -22 / Mar-22
Inspections	Process	Uploading "Holds" : Starting January 1, 2022, certification information and specific hold types on all permits must be uploaded to the associated "hold". Contact the Department using the online help form if the "hold" does not appear in the building permit.	Construction inspections	Online help form		1-Nov-21	1-Jan-22
Permit Issuance	Process	Supplemental Ownership information form - All building and zoning permit applications (Commercial / Residential/Demolition/Zoning) filed on behalf of an owner who is not a natural person or publicly traded company must include contact information for any individual with more than 49% equity interest in the property. If no individual has such an interest, contact information of two individuals with the largest equity interest in the property must be included with the application. This does not impact Trade permits, Minor permits or General permits.	Supplemental ownership information form	Bill #200417		9-Sep-21	1-Jan-22
License Issuance	Process	Rental Licensee Supplemental information form: All new rental license applications filed for properties owned by a company must include contact information of each natural person with more than 49% equity interest in ownership of the property or the contact information of two natural persons with the largest equity interest in the property. The new rental license supplemental ownership information form must be completed and included with the rental application.	Rental license supplemental ownership information form				
License Issuance	Process	Applications for new rental licenses and rental license renewals must indicate the type of occupancy. The type of occupancies include a) Residential dwellings, b) Rooming house/Boarding house, c) Hotel, d) Assisted living, e) Dormitories, and f) Other. To avoid delays in processing, read the definitions carefully before making a selection in eCLIPSE. Beginning April 1, 2022, you will also be required to have a new limited lodging license and all rental license for visitor accommodations must have a "hotel" designation.	Short-term rental FAQ				1-Apr-22

Permit Issuance	Process	Affordable Housing Regulation - If your project is eligible for a 10-day review based on affordable housing regulations, you must include the following with your permit application: 1) The work description entered in the permit application must begin with "AFFORDABLE HOUSING PROJECT" and 2) you must bring one of the following: a) A confirmation letter from the owner's agent for applications seeking to use the Mixed Income Housing Bonus per 14-702(7) or b) A confirmation letter from the Director of Planning and Development for a property receiving finance through the Low-Income Housing Tax Credit program or for a property awarded funds controlled by the City.	Regulation	14-702(7)				1-Sep-21
Permit Issuance	Process	HVAC equipment design worksheet must be submitted with all applications for new mechanical equipment in residential occupancies. Upload will be mandatory for residential, new construction permits beginning October 1, 2021.	HVAC equipment design worksheet					1-Oct-21
License Issuance	Process	A fire suppression system apprentice license application that is submitted on or after Sept 1, 2021 must include a Program Sponsor and Apprenticeship Agreement form (Form 671) as proof of enrollment in an approved Fire Suppression Systems Apprentice program.						1-Sep-21
Permit Issuance	Code	Bill #210389 was signed by the Mayor on July 15, 2021 for additional permit, license and safe guard requirements for excavations and protection of historic structures.	Bill #210389				15-Jul-21	2-Jan-23
Permit Issuance	Process	Development impact tax - Bill #200556 was signed by the Mayor on Jan. 27, 2021 to impose a development tax of 1% on residential new construction and improvement projects that are eligible for a tax abatement. Permit applications filed on or after Jan. 1, 2022 will be subject to this tax.	Bill #200556				27-Jan-21	1-Jan-22
Permit Issuance	Process	Limited lodging rentals - Bill #210081 was recently signed by the mayor changing the existing regulations for owners or renters that offer their homes as limited lodging rentals. The regulation has been amended to now require a Zoning permit regardless of the number of days they are rented. A limited lodging FAQ is now available on the website.	Bill #210081	Limited Lodging FAQ			23-Jun-21	23-Jun-21
Inspection	Process	Site Violation Notices (SVN) - carry monetary penalties that go into effect immediately and can be issued each time the inspector observes the violation.	L&I Violations					1-Jul-22
License Issuance	Code	Fire Suppression System Worker License - Bill #200365 modified the fire suppression systems worker license to add two additional licensure categories: Specialty Fire Suppression System Worker (FSSW) license and Commercial Kitchen Fire Extinguishing Systems License.	Bill #200365					15-Mar-22
License Issuance	Code	Tire Dealer License - Any business that purchases or sells tires, whether they are new or used needs a Tire Dealer License.						31-Dec-21

Inspection	Process	New Fire Suppression Certification Forms for New Water-Based Systems: contractors certifying the installation of new, water-based fire suppression system on or after July 1, 2021 are required to submit the new certification forms.	NFPA 13D systems	Aboveground Piping for NFPA 13 and NFPA 13R systems	Underground Piping for NFPA 13 and certain NFPA 13R systems			1-Jul-21
Permit Issuance	Process	New permit amendment forms for Zoning and Building Permits - In an effort to ensure applications qualify for an amendment, we are requiring the new online permit amended form be uploaded in eCLIPSE for all eligible amendment requests.	Online Permit Amended Form					1-Jul-21
License Issuance	Process	A regulation has been promulgated to allow 30-hours of continued education credits in lieu of retaking an OSHA 30 course. If this regulation becomes law, a contractor may submit proof of completion with their license amendment or renewal application. Coursework in construction and demolition safety must be completed within the 5-year period prior to submission and the provider must be approved by the PA Department of Labor and Industry.	New Regulation					6-Mar-21
Permit Issuance	Code	Soil Investigation code bulletin updates - 1) All site investigation reports prepared on or after April 1, 2021 must include the depth of footing for any existing structure within 3 feet of the proposed structure; 2) Permit applications for additions less than 2,000 s.f. of built-upon area that requires excavation within 3 feet of an existing structure must include soils investigation report; 3) Test pits meeting the limitations outlined in the code bulletin shall be permitted. A licensed special inspector must be on-site at all times during excavation.	Soil Investigations for New Construction and Additions				27-Jan-21	27-Jan-21
Permit Issuance	Code	Energy Compliance Documents _ All permit applications filed on or after April 1, 2021 for new construction and additions must include the following: 1) A separate energy compliance plan depicting the full building thermal envelope and provide details to confirm compliance with applicable energy code provisions. 2) Projects utilizing prescriptive method must include a Comcheck or Rescheck Compliance Certificate signed by the design professional. This does not apply to projects utilizing the PA Alternative Residential Energy Provisions.	Building Permit plan requirements information sheet	ePlan Submission Standards Information Sheet			27-Jan-21	1-Apr-21
License Issuance	Code	Residential Property Wholesaler License - Any person or entity who is in the business of purchasing or soliciting residential properties without intending to live in the dwelling (including multi-family or mixed-use buildings) is required to obtain a Residential Property Wholesaler License.	Residential Property Wholesaler License	Philadelphia Code - Title 9-5200				21-Jan-21
Permit Issuance	Process	Streets Review Job in eCLIPSE - The Dept of Streets has started conducting many of its plan reviews in eCLIPSE, effective Jan. 19, 2021. This changes the procedure for applying online for Zoning, Residential Building, or Commercial Building permits requiring preapprovals from Streets. You must submit your application and plans to the Streets portal and obtain a Streets Review Job Number before you file your permit application with L&I.	L&I's Streets Department pre-approval process information sheet	Streets Department videos				19-Jan-21

Enforcement	Process	Bed bug informational brochure - Landlords entering into leases that commence January 2021 and later will be required to provide a bedbug informational brochure to tenants. You will be able to find the brochure under " Resources " on the L&I website. The landlord must also develop a written bedbug control plan. When a tenant reports that there are bedbugs in a rental unit, the landlord must have the unit inspected by a pest control professional within 10 days. If there are bedbugs present, the landlord must hire a pest control professional to treat the unit until the bedbugs are gone and must provide monitoring for 12 months. Additional information will be available shortly on the City website.	Resources	City website			1-Jan-21
License Issuance	Process	Outdoor dining - Regulations to carry out a recently enacted outdoor dining bill are now being finalized. Under the regulation, temporary sidewalk café and streetery licenses issued in 2020 will remain in effect through Dec. 31, 2021. If your outdoor dining area extends in front of a neighbor's property, however, you must obtain the neighbor's permission to allow the extension to remain for another year and inform L&I by submitting an amendment to outdoor dining. More details will be available at Covid-19 Guidance once the regulations are in force.	Amendment to outdoor dining	Covid-19 Guidance	Outdoor Dining Guidelines		15-Dec-20
Permit Issuance	Code	Construction Permit Expiration for Projects Code Bulletin A2001 outlines expiration information and additional permit requirements.	Code Bulletin A2001			1-Dec-20	
Enforcement	Process	Changes to work site signage - Bill No 200417 enacted on November 12, 2020 amended the Administrative code requiring L&I to collect the names of natural persons associated with permit applications. L&I will enforce the requirement of the natural person(s) to be named on the work site signage for all new permit applications filed on or after January 1, 2021.	L&I work in progress sign template for additional information	project information sign fact sheet for non-major projects	project information panel fact sheet for major projects.	12-Nov-20	1-Jan-21
Enforcement	Process	Facade Inspection - Under a regulation originally intended to go into effect this month, when an engineer's inspection finds that a façade is generally safe but in need of repairs, the repairs must be completed within six months. However, after receiving extensive feedback and in light of the pandemic, L&I is deferring enforcement of the six month limit with respect to façade inspections until June 1, 2021. This means, until June 1, 2021, the required façade inspections must still be performed, but the results should be submitted to L&I on this earlier version of the Summary Report form and in accordance with the instructions on the form.	Regulation	Earlier version of Summary Report Form			1-Jun-21
License Issuance		Delinquent fee - Starting January 1, 2021, a delinquency fee of 1.5% per month will be charged to all business and trade licenses that are more than 60 days past due. Refer to our eCLIPSE help page for instructions on renewing your license.	eCLIPSE Help				1-Jan-21
License Issuance		Landlords in certain zip codes - As of October 1, 2020, L&I's eCLIPSE system will 'ping' the Philadelphia Department of Public Health before issuing new or renewing rental licenses to landlords in eleven zip codes. A new or renewed rental license will be issued to a landlord in those zip codes only if the landlord has submitted a lead certificate to the Health Department's certification database.	Lead Paint Certification				1-Oct-20
Permit Issuance	Code	Concurrent Zoning Approval - Code Bulletin Z-2001 details when the construction or use is established and provides direction on the pursuits of competing zoning permits or approvals.	Code Bulletin: Z-2001			12-Sep-20	

Permit Issuance	Code	Property Certification - Code Bulletin BU-2001 provides an explanation of the information provided on a Property Certificate.	Code Bulletin: BU-2001				15-Sep-20	
Enforcement		Subcontractor information - Starting January 1, 2021, the Department of Licenses and Inspections will require Philadelphia contractors and trade licensees to provide the Department with the name of each subcontractor that is working under their permits within three (3) days of the commencement of any work authorized by that permit. This requirement does not apply to the construction of one- or two-family residential buildings.	How to guide					1-Jan-21
Permit Issuance		The adoption of a new EZ Solar Standard is now available. The EZ standard allows for the permitting of certain solar projects without the submission of plans.	EZ Solar PV System Standard					1-Oct-20
Permit Issuance	Code	Fire Watch - Beginning on November 1, 2020, a Fire Watch is required for the construction of combustible buildings exceeding 40 feet in height during non-working hours. Active construction projects must also comply with these requirements.	Code Bulletin: F-2001					1-Nov-20
Building Maintenance Inspection		The periodic certification of dampers in select occupancies and smoke control systems in now enforced by L&I. All certifications of qualifying systems are due by January 1, 2021.	Fire protection certifications					1-Jan-21
Permit Issuance		ePlan standard - Effective September 14, 2020, the department will begin strictly enforcing the ePlan standard requirements. Refer to the ePlan submission standards information sheet for more details on the electronic plan upload requirements.	ePlan Submission Standards					14-Sep-20
Permit Issuance		Accelerated plan review fee increase - A new ordinance (Bill No. 190767) amended Chapter 9 (Accelerated plan review) of The Philadelphia Administrative Code. The accelerated review of plans associated with the issuance of any permits have increased to \$2000 for building or combination permits and \$1050 for all other permit types.	Bill No. 190767					1-Jul-20
License Issuance		License and permit fee increase - A regulation published in May 2020 increased L&I permit and license fees by up to 3.5%. The 2017 fees will continue to apply to applications filed before July 1, 2020.	New permit and license fees.					1_Jul-20
License Issuance		The Hot Work permit has been converted to an annual license. There is no need to submit a new permit application each year. You can renew your license online or at the Permit and License Center with ease. The hot work license is no longer required if the business maintains a motor vehicle repair license. Applications are no longer accepted through postal mail. They must be submitted online or at the Permit and License Center.	Get a Hot Works License					1-Jan-20
Permit Issuance		The EZ permit standard for ductwork and warm air appliances have been updated to reflect recent code changes.	EZ Permit Standard: Ductwork and Warm Air Appliances					1-Jan-20
Permit Issuance		The EZ permit standard for plumbing has been updated to reflect recent Code changes	EZ Permit Standard: Plumbing					1-Jan-20

Permit Issuance		Permit Fee Reduction for Solar Panel Installations - Bill No 190785 was signed by the mayor November 6, 2019. This bill decreases the cost of building permits for the installation of solar collection panels and related support structures to a flat fee of \$200 per building.	Bill No 190785					6-Nov-19
Permit Issuance		All plan review checklists are now publicly available to provide guidance to permit applicants.	Plan Review Checklists					1-Jan-20
Permit Issuance		Smoke control systems - Effective January 1, 2020, smoke control systems must be certified annually, and regular damper certification will be required for high-rise buildings.	Smoke Control Certification Form	Damper Certification Form	Smoke Control and Damper Deficiencies Report			1-Jan-20
Permit Issuance		Waste Hauler form - Effective October 1, 2019, all building and complete demolition permit applications requiring the submission of plans must include the identification of the waste hauling company via the Waste Hauler Form in accordance with Section A-301.9 of the Philadelphia Administrative Code. Copies of all tipping receipts and evidence of proper disposal must be retained for audit upon request for three (3) years after the building permit is finalized.	Waste Hauler Form					1-Oct-19
Permit Issuance		EZ alteration permit - Effective October 1, 2019, EZ alteration permits for one- and two-family dwellings will only be issued when the homeowner is the primary occupant. Proof of residency must be demonstrated through a PA or Municipal identification card. All other permit applications for alterations will require the submission of plans.	Submit your questions about code changes, policies, or procedures					1-Oct-19
Permit Issuance		Energy Code Checklists utilized by L&I Permit Issuance staff are now available to review. Additional checklists will be posted to the L&I website to aid in the preparation of design and permit documents	Commercial Mechanical Plan Review	Commercial Plan Review Checklist	Residential Plan Review Checklist			
			Commercial Existing Buildings	Residential Existing Buildings				
Permit Issuance		A Use Category Checklist has been developed to assist applicants in determining which use category best describes their proposed use. In some cases, after the specific use is determined, additional information may be required in order to confirm code compliance; this checklist is designed to be a guide for the information that may be requested. Review the Philadelphia Zoning Code for a full description of the Use Categories.	Use Category Checklist					
License Issuance		Lead Testing for Existing Family Childcares - Beginning January 1, 2020, a valid lead-free or lead-safe certification must be submitted to the City's Department of Public Health before a family childcare license can be renewed.	For more information, contact the Lead and Healthy Homes Program at (215) 685-2788					

Construction	Code	Plumbing Advisory Board - On August 17, 2017, Mayor Kenney signed an executive order for the re-establishment of the Plumbing Advisory Board (PAB).	Bill No 190455	Code Bulletin B-1901: Implementation of the 2018 Plumbing Code			1-Oct-19
Construction	Code	2018 International Fire Code - On June 20, 2019, City Council unanimously voted to approve Bill No 181006 which adopts the 2018 International Fire Code (IFC) along with existing local amendments. The bill was enacted when it was signed by the mayor on July 3, 2019. Prior to the enactment of this bill, the department was enforcing the Philadelphia Fire Code, which was based upon the 2009 International Fire Code. The adoption of the latest version of the International Fire Code provides the City of Philadelphia with the most up-to-date fire prevention standards in the country.	Bill No 181006				3-Jul-19
Construction	Code	Code Bulletin 0503: 'Excavations and the Protection of Adjacent Property – Public and Private' details the changes that have been put in place to combat the failures associated with unpermitted or excessive excavations. It also sets forth construction document and inspection requirements to aid in enforcing the code sections that address concerns with excavation and their impact on adjoining public and private property.	Code Bulletin 0503			30-May-19	1-Aug-19
Permit Issuance		EZ alteration permit updates - Recently, excessive amounts of work have been conducted beyond the scope of the EZ Permit. To address this, the following EZ Alteration Permit guidelines have been updated. Basement renovations will no longer be permitted under an EZ Alteration Permit unless it can be demonstrated that the existing basement is habitable, with code compliant ceiling height and egress. Acceptable forms of documentation include a sealed letter from a design professional describing conditions or sketches/photos demonstrating compliance. A new condition statement added in April 2019: structural alteration or repair is expressly prohibited under this permit. Prohibited structural work includes any modification to exterior walls, party walls, floor/roof framing or foundations; including underpinning, excavation, and removal of foundation slab.	EZ- Alterations- Standards-R1			1-Apr-19	
Permit Issuance	Code	Based on updated energy codes requirements, L&I has issued new documents to help inform permit holders (including contractors and design professionals) of the new processes and documentation standards. These documents also highlight the new certifications required by professionals retained to conduct the necessary system testing and commissioning. To get started, refer to either the Commercial Energy Code Compliance Fact Sheets or the Checklists.	Commercial Energy Code Compliance Fact Sheet	Residential Energy Code Compliance Fact Sheet	Energy Code Compliance Path		1-Apr-19
			What Code Do I Use?	Duct and Envelope Testing Certificate	HVAC Equipment Design Form		
			Air Barrier and Insulation Checklist	Commissioning Compliance Checklist	Flowcharts		
Permit Issuance	Code	Structural Design Criteria Form - Per the updated 2018 Philadelphia Building Code, the Structural Design Criteria Form has been updated to reflect the new calculations / requirements. These requirements establish and identify the minimum structural design criteria necessary to safely support loads, including snow, wind, seismic, and flood loads, live loads, dead loads, and roof loads. The Structural Design Criteria Form (<i>at right</i>) must be completed and signed by a Pennsylvania Certified Engineer and submitted along with a permit application.	Structural Design Criteria Form				28-Jun-19

Permit Issuance	Code	Special inspection regulations - Per 2018 International Building Codes (IBC), new Special Inspections regulations have been drafted and sent to the Records Department for public inspection. Anticipated adoption of new regulations on June 28, 2019.	Statement of Special Inspections Schedule	Special Inspections Final Compliance Form	Special Inspections Duties and Responsibilities Agreement		
			Special Inspections Program Overview				
Zoning	Code	Mixed Income Housing Bonus - The Zoning Code establishes a Mixed Income Housing Bonus that provides gross floor area, building height, and housing unit density bonuses for providing a certain number of affordable units in a development or making an in-lieu-of payment to the Philadelphia Housing Trust Fund.	Code Bulletin Z-1501-R2			13-Jan-15	12-Feb-19
Permit Issuance	Process	A Floodplain Scoping Meeting is required for all projects in the Special Flood Hazard Area with an associated cost of work of \$50,000 or more. The meeting will provide early direction on floodplain requirements to avoid delays in the project. Refer to the Floodplain Scoping Meeting Information Sheet for more details.	Floodplain Scoping Meeting Information Sheet				15-Mar-19
Permit Issuance	N/A	Preliminary Review Meeting - Effective March 1, 2019, L&I will offer a preliminary review meeting option for applicants who want early answers to design questions before starting a construction project. Use the Preliminary Review Information Sheet to determine which option is right for your project.	Preliminary Review Information Sheet				1-Mar-19
Appeals	Code	Preliminary Review options - Currently, L&I has two other preliminary review service options—email and plan review.	Bill #180745				1-Jul-19
Appeals	Process	Updated BBS appeal form - The Board of Building Standards (BBS) hears appeals of formal code decisions. To submit an appeal to the BBS, use the updated form.	BBS Appeal Form				
	Process	Updated PAB appeal form - The Plumbing Advisory Board (PAB) hears appeals of technical plumbing code requirements. To submit an appeal to the PAB, use the form.	PAB Appeal Form				
	Code	Philadelphia Property Maintenance Code - Bill #180746 was enacted on January 3, 2019. It revises the Philadelphia Property Maintenance Code as it relates to the periodic inspection of piers. The Property Maintenance Code has required periodic underwater pier inspections by a PA licensed engineer since 2002, after the tragic collapse of the Pier 34 nightclub. The primary purpose of Bill #180746 is to revise the pier inspection requirements to align with other periodic inspections by simplifying the rating system and establishing a requirement to submit a summary report, similar to the forms used for building facades and fire escapes. Review Section 314 of the Property Maintenance Code for full details of the bill.	Bill #180746	Section 314 of the Property Maintenance Code			3-Jan-19

Zoning	Process	Changes to the Zoning Administrative Adjustment Review Process were put into place with the passing of Bill No. 180489-AAA. Refer to the Guide for an outline of the requirements and steps of the revised review.	Zoning Administrative Adjustment Review Guide	Zoning Administrative Adjustment Application	Philadelphia Zoning Code Section 14-303(16)			18-Oct-18
Permit Issuance	Process	Some permits known as EZ Permits --may be obtained without the submission of plans. These completed permit application in person at the L&I Services Center in the Public Service Concourse of the Municipal Services Building (1401 JFK Blvd.) or at a local District Office.	EZ permit standards (permits without plans)					1-Nov-18
Permit Issuance	Process	Amended Permit Process - All work must comply with the conditions of the approved permit. Significant deviations impact the conditions of approval and must be resubmitted for review through an amended permit process.	Amended Permit Process					1-Sep-18
Permit Issuance	Process	Rough-in work - L&I is now authorized to allow rough work to begin prior to full permit issuance. Refer to the 'Rough-In Information Sheet' for clarification of conditions and limitations of current rough-in approvals.	Rough-In Fact Sheet					
Permit Issuance	Process	An EZ Zoning Sign Standard has been established for Zoning that will allow for immediate issuance of sign permits in limited applications. Refer to the linked document for detailed information	EZ Sign Standard (Zoning)					
Permit Issuance	Process	An EZ Building Sign Standard has been established for Building, allowing for sign installation to an existing building without submitting plans by specific meeting conditions and limitations. Refer to the linked document for detailed information.	EZ Sign Standard (Building)					
Permit Issuance	Process	Protection of building during excavation - New requirements have been enacted to protect buildings and public ways against collapses during excavation on an adjacent property. Refer to the code bulletin for more details.	Code Bulletin No. B-0503-R1					1-Oct-18
Requesting Building Files	Process	Copies of building files - Current property owners requesting plans for work performed after 2004 may request copies of the building files. Refer to the document which details the process for requesting files.	Building Files Request Information & Form					
Construction	Code	New construction codes go into effect throughout Pennsylvania. For Philadelphia, the 2018 International Codes will apply to all non- residential construction. (The 2015 International Residential Code with state-modification will apply for residential construction).	Code Bulletin No. B-1801				7-Jun-18	1-Oct-18
Permit Issuance	Process	The process for applying the previous code to design and construction contracts for permit applications was revised by the state, limiting this period to six (6) months. Effective April 1, 2019, all permit applications submitted for new buildings or renovations to existing buildings must be reviewed under new codes.	Code Bulletin No. PM 1801				7-Jun-18	1-Apr-19
Permit Issuance	Process	Waste Hauler tipping receipts - All building and demolition plan submissions must identify all waste haulers responsible for disposing of debris. The contractor is required to retain copies of tipping receipts for a period of three years following permit closure.	Philadelphia Administrative Code Section A 301.9					1-Jan-19

Permit Issuance	Process	Wall Bracing -All building permit applications for wood framing systems must include a separate wall bracing plan.	Wall Bracing			20-Mar-18	1-May-18
License Issuance	Code	New and renewal Class A Demolition Contractor license applications must include proof of experience and an increased permit bond.	Philadelphia Code Section 9-1008				1-May-18
Appeals	Process	A Project Information Form must be completed before filing an appeal seeking a variance or special exception from the Zoning Board of Adjustment.	Project Information Form				9-Apr-18
	Code	Design professionals' role and responsibilities have been clarified and expanded when a building is cited for imminently dangerous or structurally unsafe conditions.	Code Bulletin No. PM 1801			20-Mar-18	20-Mar-18
Permit Issuance	Process	Utility Plan Review - The Philadelphia Water Department (PWD) now requires a utility plan prior to providing pre-requisite approval of a building permit application for new construction. The developer is no longer required to provide complete utility connection information on the conceptual stormwater management plan. The change will reduce the overall time required to obtain a zoning permit on larger projects and will ensure that both PWD and L&I have a complete understanding of site/utility design at the onset of construction.	New Requirements				1-Mar-18
Construction	Code	Mobile Crane - Section 9-3300 of the Philadelphia Code was amended to include the regulation of mobile cranes in construction activity.	Philadelphia Code Section 9-3300				14-Feb-18
Demolition	Code	Demolition operation requirements (Section B- 3300 of the Philadelphia Building Code) have been updated.	Philadelphia Building Code Section B- 3300				24-Jan-18