

DAMASCUS TOWNSHIP

60 Conklin Hill Road, Damascus, PA 18415
Tel. 570-224-4410 Fax 570-224-4940
www.damascustwp.org

BUILDING PERMITS

Generally any new construction, or any addition, alteration or repair to an existing building (including roof reconstruction, fireplaces, swimming pools, attached carports, attached garages, accessory buildings over 1000 square feet, etc.) requires a Building Permit.

Damascus Township utilizes a single-permit system for every structure; that is, one Building Permit application is filed for all work, whether it is a building, electrical, mechanical, or plumbing project.

ZONING PERMITS

A Zoning Permit Application may be filed concurrently with the Building Permit Application. All Zoning requirements must be met prior to issuance of a Building Permit. Zoning Permits are valid for 18 months from the issue date.

HOW TO OBTAIN A BUILDING PERMIT

1. If your construction project requires any Planning Commission approval (such as a land development review, or Conditional Use permit), or requires a Zoning Variance, you must submit the appropriate planning application, either prior to or concurrent with your application for a building permit. Except for a plan review, no action will be taken on a building application until all Planning or Zoning approvals are obtained.
2. If no Planning Commission or Zoning Hearing Board action is required the building permit will be processed in a timely manner. Residential applications will be reviewed within five working days and Commercial applications will be reviewed within fifteen working days.
3. Corrections, additions or changes will be reviewed in the same time periods.

Step 1 - Filing of Application and Submittal Requirement

Your first step is to complete a Building Permit Application form and submit it to the Building Code Official together with two complete sets of plans. You may prepare the drawings, or have a contractor prepare the drawings. (Commercial projects and projects requiring Planning Commission review require at least 3 sets of plans, signed and sealed by a Registered Architect or Engineer.)

The plans must include the following:

Plot Plan: On the page in the application form designated for a site plan or on paper at least 8 1/2" x 11", draw perimeter of entire parcel fully dimensioned with a north arrow. Show all existing and proposed structures. Identify distance to property lines from existing and proposed buildings that affect the property. See attached sample plot plan.

Floor Plan: Show complete dimension, size and use of each room, location and size of windows and doors, egress windows and doors; show electrical outlets and subpanels, lighting and switches, plumbing and heating fixtures, smoke detectors and carbon monoxide detectors. Show BTU output rating of furnace and hot water heater on plans.

Plumbing Plan: In addition to the location of fixtures on the floor plan, provide an isometric drawing of the plumbing including water pipe sizes, wastewater pipe sizes and pitch, sewer vents, etc.

Foundation Plan: Complete dimensioned plan, including, pier blocks, egress windows and doors, overhead doors, lights, switches, receptacles, water tank, floor drain, interior footings, fireplace support, etc. Label and locate porches, patios, planters, garage, etc. Show stepped footings on sloped lots. Show size of footings and stem walls. Show footing depths, rebar and anchor bolt locations.

Elevations: An elevation is a drawing of the finished exterior of the structure. Minimum of two elevation views showing all openings, siding material, original and finished grade, stepped footing outline, roof pitch and type of roofing material.

Framing Plans: for floors and roof. Plans must state lumber grade, size and spacing of floor girders, floor joists, wall studs, header sizes, ceiling joist and roof rafters and/or roof trusses.

Cross-Section: Provide true section through building showing structural elements foundation through roof, fireplace section, other sections as needed, earth-to-wood clearances and floor-to-ceiling heights. Include insulation R-values and type of insulation.

Deck / Porch Plans: Floor Plans and Cross-Sections plans including foundation or piers, girders, floor joists, attachment hardware, flashing, railings, stair and ramp details, roofing (porch), etc.

Wet Signature: of person responsible for the plan preparation is required to be on all Commercial plans. A licensed professional architect or engineer is required for certain specific conditions such as design of special foundations, large beam spans, truss designs and other items which deviate from standard code practices.

Other data that may be required:

1. Res-Check (or Com-Check for commercial structures) for heated or air-conditioned buildings if insulation values deviate from the required values.
2. Two sets of structural calculations if applicable.
3. Two sets of specifications and engineering calculations if applicable.
4. Two sets of soils report if applicable.
5. Where accessibility is required, details and dimensions of all handicap accessible areas, tactile signs, etc. in accordance with the Building Code and the Americans with Disabilities Act (ADA).
6. Emergency lighting and signs as required (Commercial projects).
7. The omission of any of the above items may result in the permit application not being accepted, a delay of plan checking or return of the plans due to insufficient information.

OTHER PERMITS:

1. A 9-1-1 address must be established for the building (new construction). Contact the Wayne County GIS Department to establish a new address by calling (570) 253-5970 ext. 3140. The 9-1-1 address for existing structure additions must be provided in the application.

2. Highway Occupancy (driveway) Permit and Sewage Disposal Permit are required and copies of each must be submitted.
3. If applicable, a stream obstruction permit, and wetland encroachment permit must be submitted.
4. An NPDES Permit or letter from the Wayne Conservation District is required for any earth disturbance activity.

TAXES:

1. Any improvement project for which a permit is issued is reported to the Wayne County Tax Assessment Office. That office is solely responsible for assessing the value of property and improvements. Damascus Township does not assess valuation for property tax purposes and cannot provide an estimate for the increased tax burden for any project.
2. You must submit proof that the property taxes are current.

OTHER DEPARTMENTS

Because of the varied nature of terrain and environmental features of our Township, additional permits and/or reviews may be required. The Township will attempt to guide you toward those requirements, but Township guidance is just that, guidance. The Township shall not be held responsible for additional permits and/or reviews. Building permits may require review and approval from other agencies and departments, such as: Planning, Department of Environmental Protection, local fire departments and water districts, etc. Be sure to contact these agencies and departments for their requirements.

FEES

Permit fees are based upon each project as established by a fee schedule adopted by the Board of Supervisors. Fees are necessary to cover plan check, processing and inspection costs. The fees set by the Township do not affect the assessed valuation of the structure as determined by the County Assessor.

The types of fees mentioned are not meant to be all-inclusive, as additional fees may be imposed by law. A current fee schedule is available on the Township website.

Fees Due When Filing Application

At the time you apply for your Building Permit, you will not be required to pay a fee. However, no permit will be issued until all fees are paid. Any application that requires action and/or public hearings by the Planning Commission, Board of Supervisors or Zoning Hearing Board must be accompanied by a check for the full fees for which the application is made. Certain use applications also require an escrow fee. Return of the remaining portion of escrow fees will be made after completion of the project upon written request for the return.

Fees Due When Permit is Issued

At the time the permit is issued (after all other requirements are met), you must pay all Zoning and Building Permit fees.

CONDITIONS TO BE MET BEFORE BUILDING PERMIT IS ISSUED

1. All fees paid as noted above.
2. Any required planning actions, such as a use permit, zoning permit, etc. shall have been completed and conditions of approval complied with.
3. All permits from other agencies must be presented.

ISSUANCE OF BUILDING PERMIT

Building permit applications are processed as quickly as possible. To avoid delays, please be sure that all required items are included. When your plans have been checked, required corrections made, if any, and approval from related agencies has been obtained, your permit is ready to be issued.

1. **WORKERS' COMPENSATION INSURANCE:** If the owner or contractor intends to hire anyone in connection with the project, he/she must furnish a certificate of Workers' Compensation Insurance naming Damascus Township as a certificate holder. This is commonly provided by the insurance carrier, and is a simple process. This certificate, with a current expiration date, must be on file before the permit can be issued. If the contractor has no Workers' Compensation Insurance, he/she must submit a notarized Workers' Compensation Affidavit stating the reason. The Township provides that form.
2. **CONTRACTOR REGISTRATION:** Contractor Registration is required by State Law. It is the responsibility of the homeowner to obtain proof of contractor registration. The registration is not required for new home construction. Damascus Township specifically assumes no responsibility for contractors' liability insurance, costs of work, timeliness of work, or quality of workmanship. Complaints about contractors must be made through the Pennsylvania Attorney General.

TIME LIMITS

You must begin construction within 180 calendar days from the date the permit is issued, or submit a written request for an extension prior to the 180th day. (If this time span should lapse, your permit will be canceled and the process will begin again, and paid fees are non-refundable and non-transferable). After the work has begun, you have five years from the date of permit issuance to complete the work on your building and call for an inspection by the Building Inspector. If you are unable to meet the specified time frame, you may submit a written request for an extension provided the request is submitted prior to the expiration of the permit. Two six-month extensions may be granted during the lifetime of the permit. Extension requests must include a reason for the delay.

CHANGES

After a permit has been issued, the Building Code Official must approve any changes to the plans. Changes or revisions may delay your project. Two sets of the proposed changes must be prepared and/or initialed by the architect, engineer or plan preparer and submitted for Building Code Official review. When approved, one set will be given to you for the job site and at least one retained in the file.

POSTING OF PERMIT

The issued permit card must be posted where it is visible to the public. In addition, the 9-1-1 address number must be posted in accordance with the Township Building Numbering Ordinance prior to the start of construction (numbers at least 4 inches in height, and a color contrasting to the background, e.g. black on white, and visible from each direction when traveling on the road).

INSPECTIONS

At each stage of construction you will be required to call for and obtain an inspection from the Building Inspector. The Building Inspector requires at least a one-day advance notice for all inspections. You may call the morning of the scheduled inspection to get an approximate time that the inspector will be at your job site.

An approved copy of the plans and permit must be present at the job site.

YOU MUST POST THE JOB ADDRESS IN A CONSPICUOUS PLACE AT THE DRIVEWAY ENTRANCE PRIOR TO INSPECTION.

The Building Inspector is required to make the following inspections and shall either approve that portion of the construction as completed or notify you if the construction fails to comply with the adopted codes:

Foundation Inspection: To be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. All materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with Pennsylvania Building Code Standard the concrete need not be on the job. The concrete supplier delivery invoice will state the type and strength of concrete delivered. Where the foundation is to be constructed of approved treated wood, additional inspections may be required by the building official.

Damp-Proofing And Drainage Inspection: Before back-filling a foundation, the damp-proofing and footing drain must be inspected.

Concrete Slab or Underfloor Inspection: To be made after all in-slab or underfloor building service equipment, conduit, piping accessories and other ancillary equipment items are in place but before any concrete is placed or floor sheathing installed, including the subfloor.

Frame Inspection: To be made after the roof sheathing, all framing, fire blocking and bracing are in place and all pipes, chimneys and vents are complete and the rough electrical, plumbing, and heating wires, pipes and ducts are installed.

Electrical Inspection: Rough Electrical wiring, device box location, etc.; Finished Electrical circuit testing, cover plates, etc.; Service Inspection for service entrance, meter panel, main circuit breaker panel before service is energized by the electric company.

Plumbing Inspection: Rough plumbing inspection, pressure test, finished plumbing.

Mechanical Inspection: Boiler, heating plant, ducts, combustion air, venting, etc.

Lath and/or Gypsum Board Inspection: To be made after all lathing and gypsum board, interior and exterior, is in place but before any plastering is applied or before gypsum board joints and fasteners are taped and finished.

Fire Suppression Equipment Inspection: Sprinkler systems, halon, dry chemical, etc. automatic fire suppression equipment.

Final Inspection: To be made after finish grading and the building is completed and ready for occupancy.

Other Inspections: In addition to the called inspections listed above, the building inspector may make or require other inspections of any construction work to ascertain compliance with the provisions of the codes.

COMPLETION

Upon a successful final inspection, the Township will issue a Certificate of Occupancy. **NO OCCUPANCY IS ALLOWED UNTIL THE CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED.**

BOARD OF APPEALS

The Northern Wayne Council of Government (COG) has established a Board of Appeals to determine the suitability of alternate materials and methods of construction and to provide reasonable interpretations of the building regulations. If you do not agree with the decision of the building inspector, you have the right to appeal to the Board Appeals. Before submitting your appeal and processing fee, it is recommended that you discuss your situation with the Building Inspector and Building Code Official. A resolution may be accomplished without the expense and delay of an appeal. The Board of Appeals does not have the authority to change any code requirements.

CONSTRUCTION INFORMATION

Construction projects must comply with the Pennsylvania Uniform Construction Codes. To purchase any codebook, go online to www.iccsafe.org, International Code Council.

WEB SITES

International Code Council (ICC) www.iccsafe.org (publishes the International Residential Code, International Building Code and Fire Codes. They also sell the Plumbing and Mechanical codes).

SAMPLE DRAWINGS

On the following pages are simple samples of drawings required. Electric, heating, and plumbing drawings have not been included in the samples. Also, footing drains and damp-proofing details have not been included. The full submission you make needs the additional items not shown in the samples.

CONSTRUCTION CODE LOCAL DESIGN CRITERIA

Ground Snow Load: 40 psf
Basic Wind Speed: 90 mph
Seismic Design: B
Weathering Probability: Severe
Frost Depth: 42 inches
Termite Infestation: Moderate to Heavy
Winter Design Temp: -5 F
Ice Barrier Underlayment Required: Yes
Flood Hazard: Site specific
Air Freezing Index: 2000
Mean Annual temp: 40 degrees

CONSTRUCTION IN FLOOD HAZARD AREAS

Any development in a flood hazard area requires additional planning and may include additional permits. Ask the Township official for details if you are planning to do any work in a flood hazard area.

QUESTIONS?

Contact the Building Code Official or Zoning Officer at 60 Conklin Hill Road, Damascus, PA 18415 or by phone 570-224-4410, or by e-mail zoning@damascustwp.org

Check the information on the Township website at www.damascustwp.org

General questions may receive general answers, and may not be the correct answer to your question. Damascus Township shall not be responsible for general answers provided. If you have a specific question, present the question with specific drawings or documentation to the official, and a detailed answer will be provided based on the details presented.

Each project is unique and requires individual review, and certain additional requirements may be applicable.

Copies of Township Ordinances are available on the Township website, and at the Township Office for purchase or review.

Copies of the building codes are available for inspection at the Township building.

SAMPLES & GENERAL DETAILS ON FOLLOWING PAGES

DAMASCUS TOWNSHIP

WAYNE COUNTY, PENNSYLVANIA
60 CONKLIN HILL ROAD, DAMASCUS, PA 18415
(570) 224-4410 Fax (570) 224-4940

BUILDING PERMIT CHECKLIST - RESIDENTIAL

All forms with signature space must be signed.

- Sewage Disposal Permit** and design – Contact Chris Martin, SEO, 100 4th St, Honesdale, PA 18431 570-253-3359 chrismartin757@yahoo.com
- Driveway / Highway Occupancy Permit** copy
 - Township Road – Township Office
 - State Road – Contact Alan Jones, PennDOT Engineer 570-253-3130
- 9-1-1 Address** – Contact Wayne County G.I.S. Department, 925 Court Street, Honesdale, PA 18431 570-253-5970 ext. 3140
- Proof of paid taxes** – Taxes must be current before any permit will be issued
- Flood Hazard Areas** – Intent to Improve Notification, Flood elevation Certificates, DEP Permits, Army Corps of Engineer Permits, Special Exception, Variance
- Site Plan**
 - Property Lines, building site, setbacks, dimensions, existing buildings, ponds, streams, wetlands, septic location, well location, utility lines crossing the property
- NPDES** Erosion and Sediment Control Plan
 - Earth Disturbance area
 - Self-Certification letter
 - Wayne Conservation District Letter
- Building Plans** (2 complete sets)
 - Floor Plan - each floor including basement, basement doors & windows, decks, porches, steps, attached garage, etc.
 - Electrical Plan – panels, lights, switches, receptacles, smoke detectors, etc.
 - Plumbing Plan – floor plan and isometric drawing, sprinkler system details
 - Mechanical Plan (fireplaces, heaters, heating plant, piping, ducts, etc.)
 - Elevation Drawings including footer/drains/basement/ground elevations, insulation details, roof details
 - Window & Door Schedule (include egress windows)
- Building Permit Application** – fill in relevant sections completely and sign
- Contractors names, addresses, phone numbers**
 - Manufactured/mobile homes – installer certificate
- Contractors' Worker's Compensation Insurance** – for *anyone* working at the site. Certificates (from insurance company with Damascus Township as the Certificate Holder) or Affidavits, including Independent Subcontractors Worker's Compensation Certificates or Affidavits. Affidavits **MUST** be notarized.
- Township Approvals** – Land Development, Subdivision, Conditional Use, Special Exception, etc. by Planning Commission, Supervisors, Zoning Hearing Board, etc.

WAYNE CONSERVATION DISTRICT EROSION CONTROL GUIDELINES FOR SMALL PROJECTS

Introduction

In an attempt to alleviate the continuing problems of controlling sediment pollution, the Commonwealth of Pennsylvania, through the Department of Environmental Protection (DEP), adopted Chapter 102, Erosion Control Rules and Regulations. Chapter 102 requires that anyone undertaking an earth disturbance activity develop and implement an Erosion and Sedimentation (E&S) Control Plan. The plan must be submitted to the County Conservation District for review if required by the local municipality or if requested by the District. The E&S plan must be available at all times at the site of the earth disturbance activity, regardless of the size of the project. Failure to have an E&S plan on site is a violation of Chapter 102. It is important to remember that both landowners and contractors may be held responsible for any violation of the Chapter 102 Regulations.

Use of This Guide

This pamphlet may be used in the development of E&S plans for small projects where:

- Disturbance is less than one acre.
- There are no steep slopes in excess of 10%.
- There are no streams or major drainage courses.
- The landowner is submitting a General Permit for acknowledgement.

Due to changes in the Commonwealth's NPDES permit program, projects disturbing one acre or more may need a NPDES permit. Contact your local Conservation District to determine if your project meets these requirements or if there are any questions regarding the suitability of this guide for your project. For larger, more complex projects, a detailed *Erosion and Sediment Pollution Control Manual* is available or contact a consultant to aid in plan development. In addition, check with your local municipality regarding specific ordinances or permit requirements.

Considerations in Plan Development

SAVE EXISTING VEGETATION – Vegetation cover is the best and most economical protection against soil erosion. Protect existing vegetation during the construction process. Trees and shrubs should be marked and roped off to protect them from damage by construction equipment. Filling and soil compaction around trees should be avoided.

SAVE TOPSOIL FOR REVEGETATING – All of the topsoil from areas where cuts and fills have been made should be stockpiled and re-distributed uniformly after grading. This is a key to re-vegetating a site.

MINIMIZE THE AREA AND TIME OF EXPOSURE – Disturb as little of the area as is required to construct the project. The construction sequence should be planned to keep the size and time of exposure to a minimum. In other words, stabilize disturbed areas as they are completed.

AVOID STEEP SLOPES – Steep sites generally will require more E&S controls than gently sloping sites. Avoid excessive cutting and filling and road grades in excess of 10%.

PROTECT DITCHES, STREAMS, OR OTHER BODIES OF WATER – Maintain vegetated buffers where possible. Install temporary controls, such as filter fabric fence, straw bale barriers, or rock filters to keep sediment pollution out of streams and other water sources.

PLAN TO MAINTAIN EROSION CONTROL MEASURES – Straw bale barriers deteriorate, filter fabric fences clog, and seeded areas wash out. Schedule regular maintenance to ensure properly functioning control measures. Continuous maintenance problems and failure of E&S facilities indicate a need to consider upgraded control measures.

What to Include in an Erosion & Sedimentation Control Plan

- The existing topography of the site – slope or grade of the land, location of any water (streams, ponds, wetlands, springs, etc.) and any other significant features of the site.
- Types of soils on the site – refer to County Soil Survey, available at Conservation District office.
- A description of the proposed alterations to the site.
- The staging of earth disturbance activities. Determine the sequence in which the earth disturbance will occur, always keeping in mind that the most effective method of controlling erosion is to disturb only those areas necessary for construction. Disturbed areas should be stabilized immediately after earth disturbance has been completed or earth disturbance activities cease.
- Types of control measures, both temporary (such as straw bale barriers, filter fabric fences, stone filters, etc.) and permanent (such as seeding and mulching, rock-lined or geotextile-lined channels).
- A maintenance plan for all of the control measures being used.

Suggested Sequence of Earth Disturbance Activity

1. Install a tire cleaning, rock construction entrance (see detail).
2. Install temporary control measures such as straw bale barriers, filter fabric fences, etc. (see detail).
3. Rough grade site and stockpile topsoil. Temporary protection (straw bale barrier or filter fabric fence) should be installed down slope (lower side) of the stockpile and the stockpiles should be immediately stabilized with temporary seed (e.g., annual ryegrass).
4. Install and immediately stabilize any watercourses (swales, ditches, etc.) with appropriate lining (e.g., seed and mulch, matting or netting, sod or stone).
5. Construction building(s).
6. Finish grade and permanently stabilize (seed and mulch, sod, stone, etc) the site.

Seeding and Mulching Specifications

Time of Seeding – For best results, grass and legume seeding should be completed in the spring. Seedings that are primarily grass are best suited for fall planting. However, through proper seed selection and seeding methods, disturbed sites may be re-vegetated at almost any time from spring to fall. Check for recommended spring and fall seeding dates in your area.

Surface Preparation – Spread topsoil and prepare smooth seed bed by rolling and/or raking.

Lime and Fertilizer – Lime and fertilizer should be applied in accordance with soil test recommendations. If soil test results are not available, apply at least 6 tons of agricultural grade limestone and 1000 pounds of 10-20-20 fertilizer per acre.

Seeding Methods – Apply seed at required rates. If legumes are planted, be sure to inoculate the seed with the correct legume inoculant. Seed may be broadcast on the surface and a layer of mulch applied at the necessary rates. Hydroseeding is another method of seeding, where the seed, fertilizer, and mulch are mixed with water to form an emulsion. This method should only be done with the correct equipment or by professionals.

Mulching – All earth disturbance areas, regardless of seeding method, should be mulched to reduce erosion and aid seed germination. Hay or straw are the preferred mulches and should be applied to produce a layer $\frac{3}{4}$ to 1 inch deep. Generally, 3 tons of mulch per acre (approximately 3 bales per 100 sq.ft.) is sufficient.

For more information – Consult the *Penn State Agronomy Guide* or your local Extension Office.

SMALL PROJECT EROSION CONTROL PLAN

Property Owner: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Municipality: _____

Contact person (if other than property owner): _____

Location (include copy of topographic map): _____

Name of nearest receiving stream or body of water: _____

Estimated dates for start-up and completion: Start: _____ End: _____

Type of project (house, addition, store, etc.): _____

Project acres (entire property): _____ Disturbed acres: _____

Present site conditions (vegetative cover, existing disturbance, type of land use, etc.): _____

Soil type(s) (include Soil Map): _____

NARRATIVE (Give detailed description of proposed work.)

SEQUENCE OF CONSTRUCTION (Label each step in numerical order – be specific.)

TEMPORARY CONTROLS

Detail any temporary erosion control practices that will be implemented. List each control practice separately, explain why it is needed, and when it can safely be removed. Drawings and designs for any practice not illustrated in this guide should be attached and referenced in this section.

PERMANENT CONTROLS

Prior to completion of the project, state law requires that steps be taken to provide permanent stabilization. Re-establishment of vegetation, riprap, pavement, etc. are examples of permanent controls. Descriptions for re-vegetating should include the seeding mixture to be used, top soil applications, and lime and fertilizer instructions.

MAINTENANCE PROGRAM

All erosion control practices require maintenance to junction properly. Straw bale dikes deteriorate and clog with sediment. Newly seeded areas may fail to germinate or be washed out by heavy rain. Straw bale barriers and filter fabric fences should be cleaned when they are at half their capacity. Please describe efforts you will make to ensure that all erosion control practices will continue to function properly and specify who will be responsible for maintenance.

IMPORTANT

Keep a copy of this plan for your records and PROVIDE A COPY TO YOUR CONTRACTOR, if applicable. This plan must be on site at all times during earth disturbances.

SEEDING MIXTURES

Species Mix	Pounds/Acre	Pounds/1000 sq.ft.
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PERMANENT SEEDING

Slopes & Banks (non-mowed) Well Drained/Sunny

Crownvetch, plus	10	0.2 (3 oz.)
Tall Fescue, or	20	0.5 (8 oz.)
Perennial Ryegrass	20	0.5 (8 oz.)
Flatpea, plus	20	0.5 (8 oz.)
Tall Fescue, or	20	0.5 (8 oz.)
Perennial Ryegrass	20	0.5 (8 oz.)

Slopes & Banks (mowed) Variable Drainage/Shaded

Birdsfoot Trefoil, plus	6	0.15 (3 oz.)
Tall Fescue, plus	30	0.7 (11 oz.)
Redtop	3	0.1 (2 oz.)

Tall Fescue, plus	60	1.4 (22 oz.)
Redtop	3	0.1 (2 oz.)

Slopes & Banks (mowed) Well Drained/Shaded

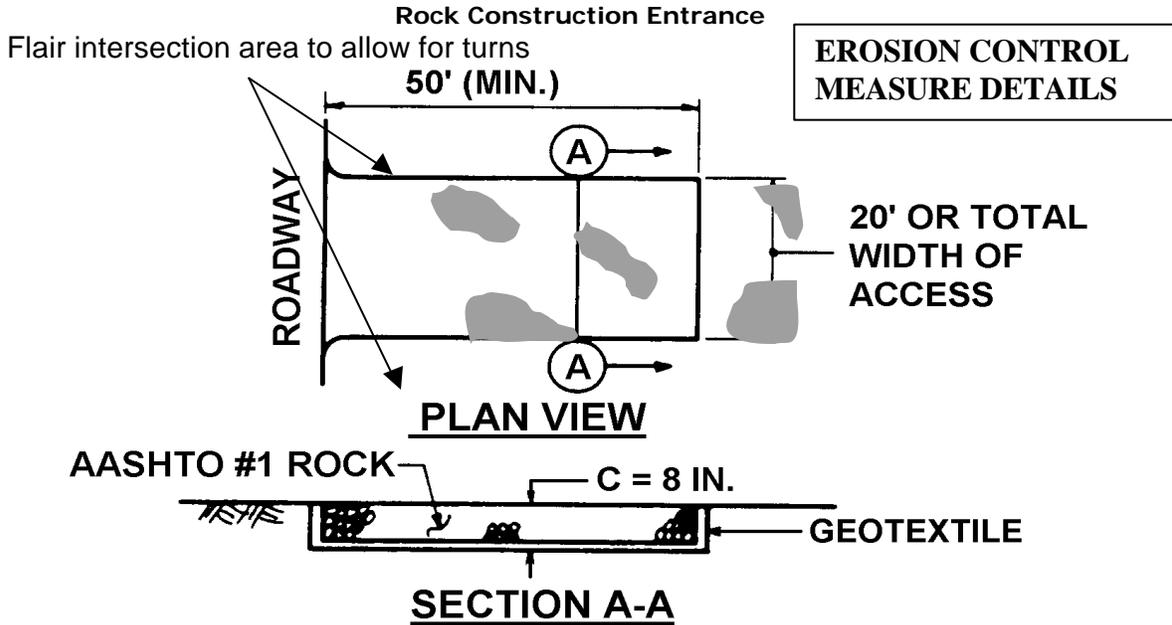
Tall Fescue	60	1.4 (22 oz.)
Red (fine) Fescue, or	35	0.8 (13 oz.)
Kentucky Bluegrass, plus	25	0.6 (10 oz.)
Redtop, or	3	0.1 (2 oz.)
Perennial Ryegrass	15	0.3 (5 oz.)
Tall Fescue, plus	40	1.0 (16 oz.)
Red (fine) Fescue	10	0.2 (3 oz.)

TEMPORARY SEEDING

Spring Oats, or	96	2.2 (35 oz.)
Winter Wheat, or	180	4.1 (66 oz.)
Winter Rye, or	168	3.8 (62 oz.)
Annual Ryegrass	40	1/0 (16 oz.)

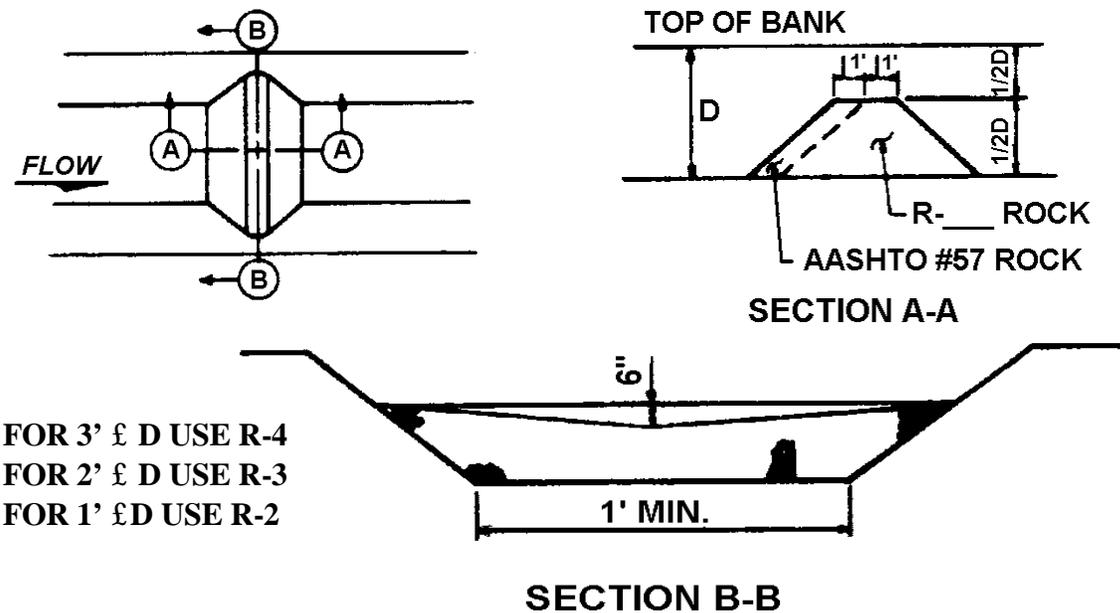
For more information about Erosion and Sediment Control contact:

Wayne Conservation District
648 Park Street
Honesdale, Pa 18431
Telephone: 570-253-0930
FAX: 570-253-9741
Email: waynecd@co.wayne.pa.us



MAINTENANCE: Rock Construction Entrance thickness shall be constantly maintained to the specified dimensions by adding rock. A stockpile shall be maintained on site for this purpose. At the end of each construction day, all sediment deposited on paved roadways shall be removed and returned to the construction site.

Rock Filters



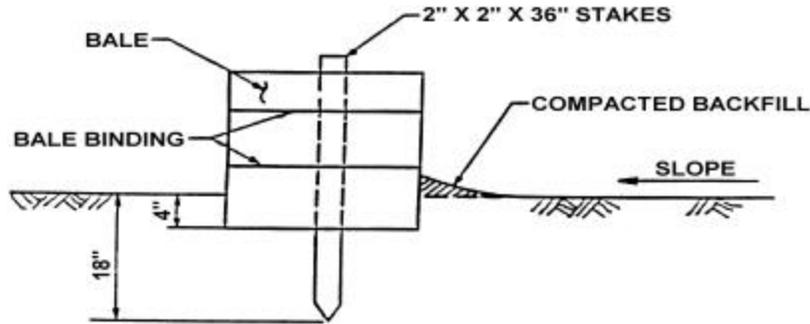
- FOR 3' \times D USE R-4
- FOR 2' \times D USE R-3
- FOR 1' \times D USE R-2

The filter should be equal in height to $\frac{1}{2}$ the total depth of the channel with a 6" depression in the center.
 A one-foot thick layer of AASHTO #57 stone should be placed on the upstream side of the filter.
 NOTE: Filter Fabric and straw bales should not be used in rock filters!

Rock filters should be inspected weekly and after each runoff event.
 Sediment must be removed when accumulations reach 1/2 the height of the filters.
 Clogged filter stone (AASHTO #57) should be replaced.
 Immediately upon stabilization of each channel, remove accumulated sediment, remove Rock Filter, and stabilize disturbed areas.

Straw Bale Barriers

EROSION CONTROL MEASURE DETAILS

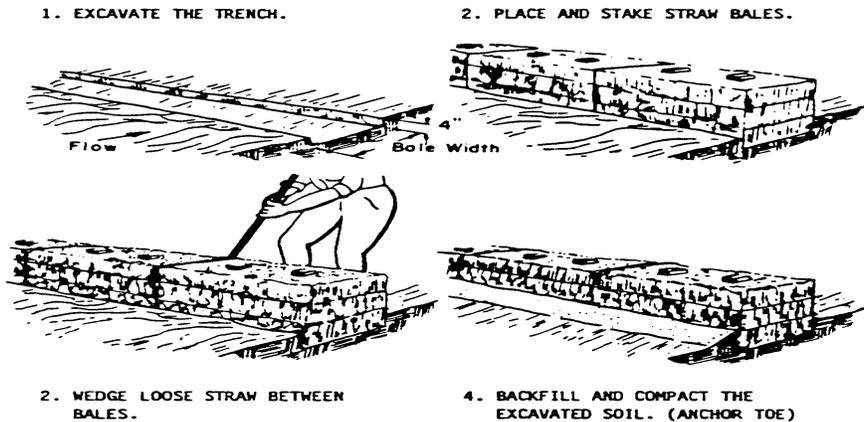


Straw Bale Barriers should not be used for more than 3 months.

Straw Bale Barriers shall be placed at existing level grade. Both ends of the barrier shall be extended at least 8 feet up slope at 45 degrees to the main barrier alignment.

Sediment shall be removed when accumulations reach 1/3 the above ground height of the barrier.

Any section of Straw Bale Barrier that has been undermined or topped shall be immediately replaced with a Rock Filter Outlet.



Maximum Slope Length for Straw Bale Barriers

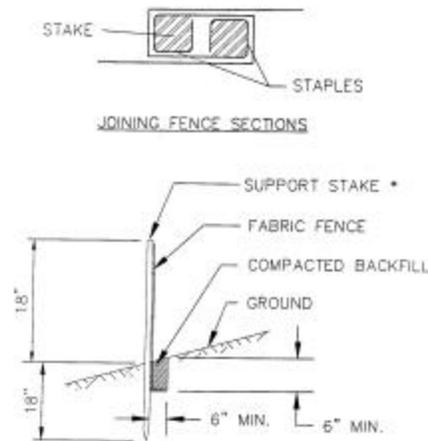
Slope - Percent	Maximum Slope Length (ft) Above Barrier
2 (or less)	150
5	100
10	50
15	35
20	25
25	20

Maximum Slope Lengths for Filter Fabric Fence

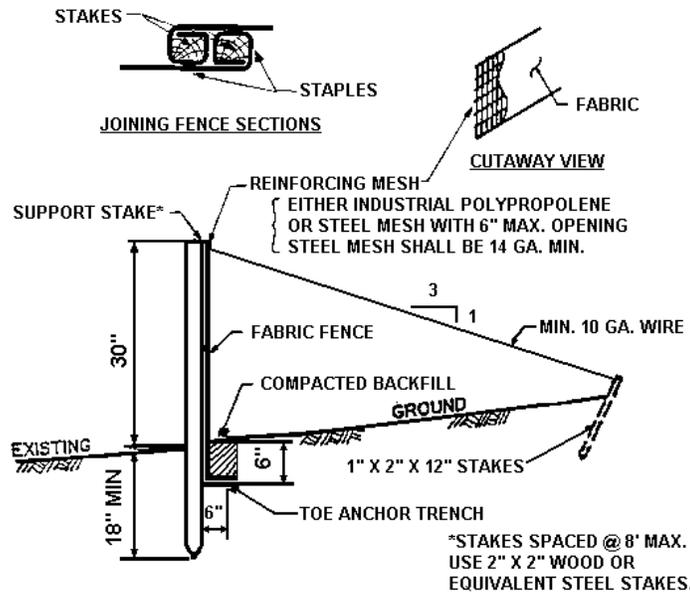
Slope - Percent	Maximum Slope Length (ft) Above Fence	
	18" High Fence	30" High Fence*
2 (or less)	150	500
5	100	250
10	50	150
15	35	100
20	25	70
25	20	55

EROSION CONTROL MEASURE DETAILS

Standard Filter Fabric Fence (18" High)



*Stakes spaced @ 8' maximum. Use 2"x 2" wood or equivalent steel stakes.



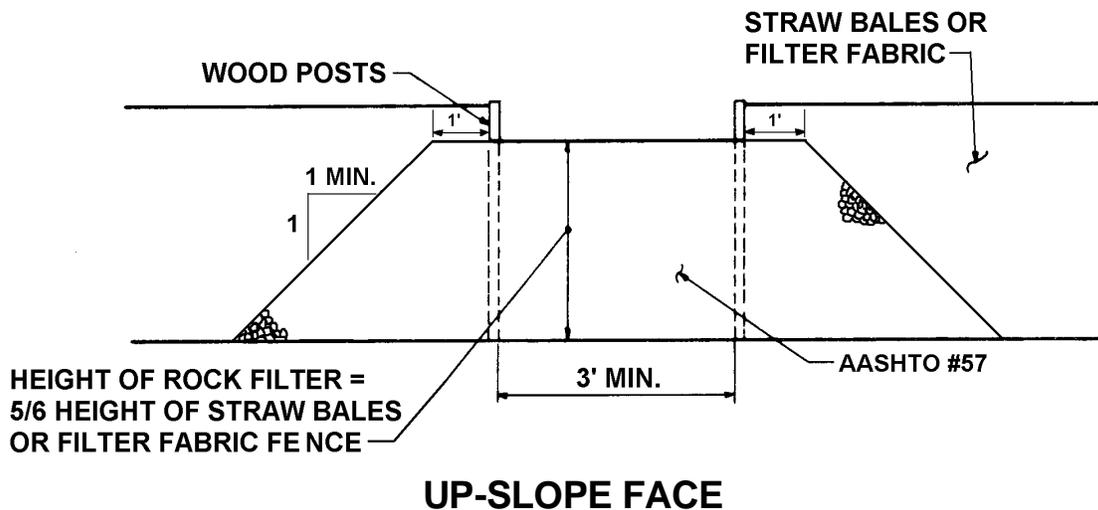
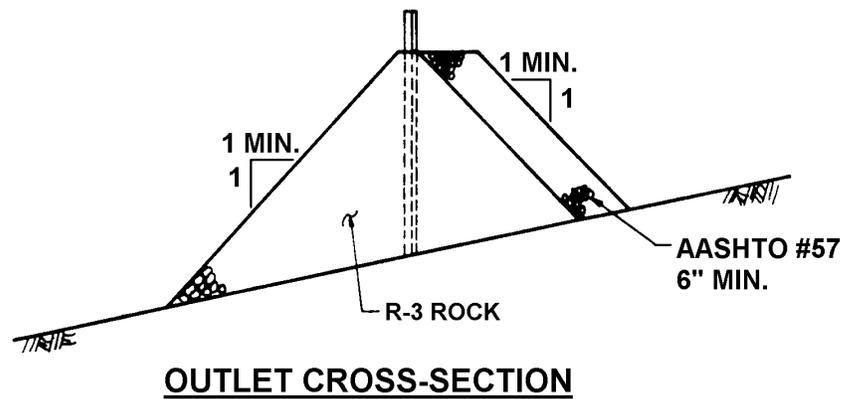
Filter Fabric Fence must be placed at level existing grade. Both ends of the barrier must be extended at least 8 feet up slope at 45 degrees to the main barrier alignment.

Sediment must be removed when accumulations reach 1/2 the above ground height of the fence.

Any section of Filter fabric fence that has been undermined or topped must be immediately replaced with a Rock Filter Outlet.

EROSION CONTROL MEASURE DETAILS

Rock Filter Outlets



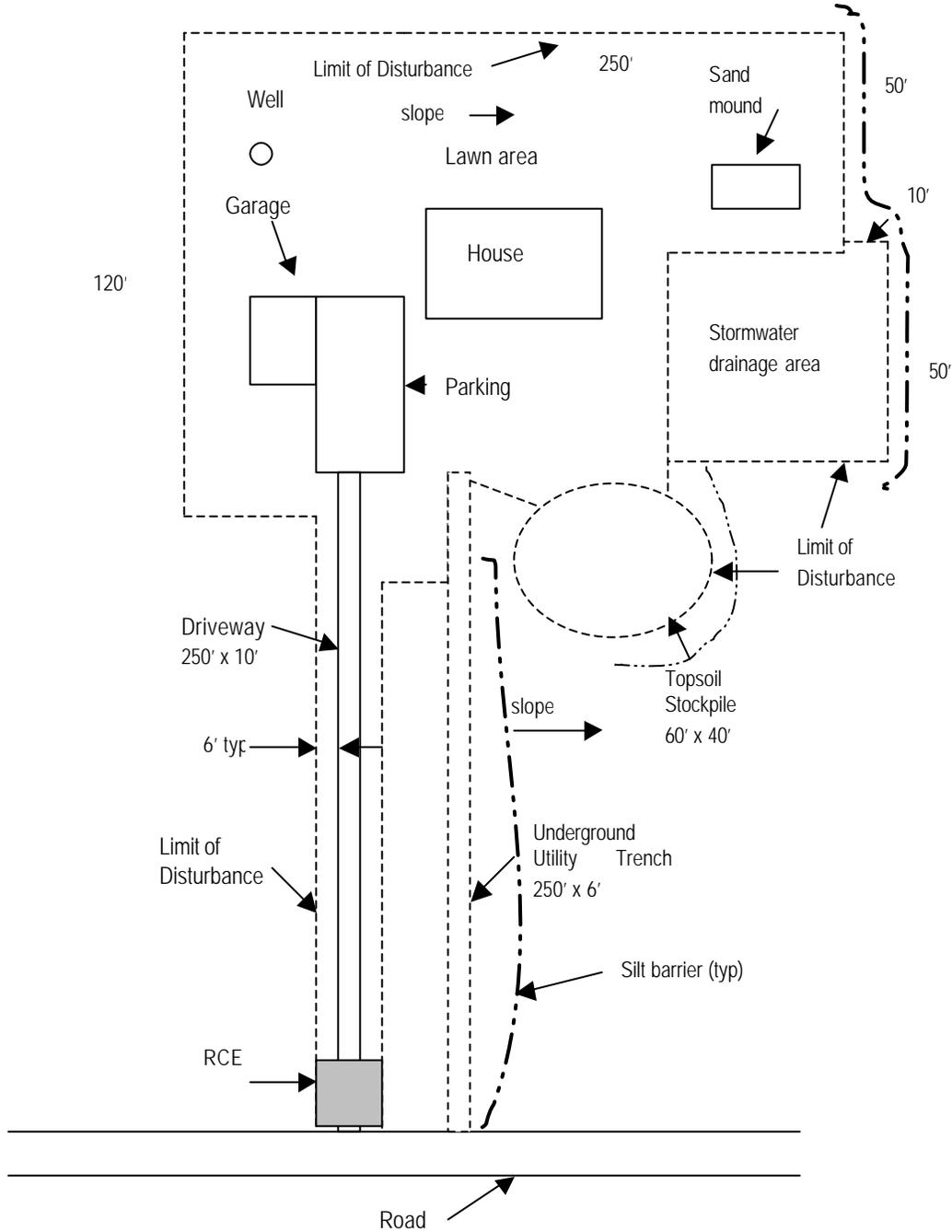
Sediment must be removed when accumulations reach 1/3 the height of the outlet.

(End of Wayne Conservation District documents)

EARTH DISTURBANCE PLANNING - Damascus Township

The Earth Disturbance Area includes every area of ground that will have the existing vegetation removed or covered during the life of the project. Earth Disturbance includes lawn, landscaping, rough grading, finish grading, septic fields, underground trenches for water lines, sewer lines and utilities, driveways and plantings. Carefully plan the project to avoid disturbing excess areas. Prepare a site plan with dimensions to determine the area in square feet of the areas that will be disturbed.

SAMPLE PLAN



DISTURBANCE AREA CALCULATIONS

PERMIT NUMBER _____ DATE _____

OWNER _____

SITE LOCATION _____

TAX PARCEL _____

PERMIT FOR _____

DRIVEWAY: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

SEPTIC FIELD: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

SEPTIC BERM: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

SEPTIC PIPE: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

UTILITY TRENCH: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

BUILDING 1: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

BUILDING 2: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

GRADING

FRONT: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

REAR: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

LEFT SIDE: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

RIGHT SIDE: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

OTHER AREAS OF DISTURBANCE

1: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

2: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

3: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

4: LENGTH _____ FEET X WIDTH _____ FEET = _____ SQ FT

TOTAL SQUARE FEET _____ / 43560 = _____ ACRE

Date _____

Damascus Township
60 Conklin Hill Road
Damascus, PA 18415

Re: NPDES permit determination (self certification)

I hereby certify that my project described below does not disturb one (1) acre or more during the life of my project. It is therefore understood that my project does not meet the requirements for a National Pollution Discharge Elimination System (NPDES) for Stormwater Discharges Associated with Construction Activities.

If the scope and size of my project changes and the amount of earth disturbance is equal to or greater than one (1) acre, I will contact the Wayne Conservation District for a determination of NPDES permit needs.

However, my project still requires a written Erosion and Sedimentation Control Plan be developed. This plan outlines how I am going to prevent sediment from leaving my site during construction. Items to consider in the plan are: Sequence of Construction, Temporary Measures (silt fence, mulch, etc.) and Permanent Measures (seeding and mulch with soil supplements, gravel coverage, etc.). This plan does not have to be reviewed by the Wayne Conservation District unless the municipality or another permit requires a review and approval.

This letter cannot be considered a waiver of any other federal, state or local permits.

Signed _____

Print Name _____

& Address _____

Project location and description (with proposed amount of earth disturbance):

SAMPLE DETAILS FOR SMALL EROSION CONTROL PLAN

Sequence of Construction

1. Install a tire cleaning rock construction entrance.
2. Install (filter fabric fence) (straw bales) as temporary control measures downslope of earth disturbance activity.
3. Grub (rough grade) site and stockpile topsoil. (Filter fabric fence) (Straw bales) will be installed downslope of the stockpile. The stockpile will be immediately seeded with annual ryegrass and mulched or netted.
4. Install drainage facilities (swales, ditches) and immediately stabilize with (seed and mulch) (rock lining). Install rock filter(s) at lower end of swale(s) or ditch(es).
5. Construction of building(s).
6. Finish grade the site, lime and fertilize, and permanently stabilize with (seed and mulch) (sod) (stone).

Temporary Erosion Control Practices

1. Vegetated buffers will be maintained around the site.
2. Traffic areas will be graded and stoned to minimize pooling and runoff.
3. Silt barriers will be installed and maintained immediately downslope of earth disturbance activity throughout the project to minimize siltation.
4. Disturbed earth will be seeded with plant types appropriate for the season and mulched or netted immediately to minimize erosion.
5. Sloped areas over 10% grade will be seeded and netted to minimize erosion.
6. Drainage facilities will be seeded and mulched or netted as required, or rock-lined to minimize erosion.
7. Appropriately sized rock filters will be placed in swales and ditches as required to minimize siltation.
8. After all areas are stabilized temporary controls will be removed.

Permanent Controls

1. All disturbed areas will be permanently stabilized.
2. Driveways, walkways, etc. will be stoned, concreted or paved.
3. Landscaped areas will be planted and mulched or stoned.
4. All disturbed earth areas will have topsoil replaced and raked, limed and fertilized in accordance with soil testing or at least 6 tons of agricultural-grade limestone per acre and 1000 pounds of 10-20-20 fertilizer per acre.
5. Permanent seed will be applied at recommended rates and mulched with straw or hay.
6. Temporary measures will be removed after the entire site is stabilized.

Maintenance Program

1. Temporary controls will be inspected weekly or after each storm event until the entire site is stabilized.
2. Damage will be immediately repaired or replaced as required. Repeated problem areas will be upgraded to minimize damage.
3. Filters will be cleaned when silt reaches 1/3 of the height of the filter. Sediment removed will be stockpiled, seeded and mulched.
4. The responsible party will be the (general contractor) (excavation contractor) (homeowner).

DAMASCUS TOWNSHIP

WAYNE COUNTY, PENNSYLVANIA
ZONING OFFICER

60 CONKLIN HILL ROAD, DAMASCUS, PA 18415
TEL. (570) 224-4410 FAX (570) 224-4940

STATEMENT OF INTENTION TO IMPROVE IN FLOOD HAZARD AREA

This document must be filed with the Township before preparing final plans for any improvement in a Flood Hazard Area. One copy is to be retained by the Township until a permit for the improvement on the site is approved or one (1) year has elapsed. One copy of this document will be returned to the landowner for use in final site selection and design of the improvement. Copies of this document must be attached to the building permit application. The Base Flood Elevation (BFE) is to be established by a Registered Professional Engineer or Registered Professional Land Surveyor. A copy of a plot plan of the property with the base flood elevation indicated at the location of the intended improvement, with a seal and signature by the registered professional, must be submitted before the Regulatory Flood Elevation (RFE) is assigned by the Township. This RFE is the value to be used for the project described above. A copy of the plot plan must be attached to the Township copy of this form.

TAX PARCEL #: _____ CONTROL #: _____ LOT SIZE: _____

EXACT LOCATION OF SITE: _____

NAME OF APPLICANT: _____

APPLICANT TITLE: _____

ADDRESS OF APPLICANT: _____

APPLICANT PHONE #: _____

NAME OF OWNER: _____

ADDRESS OF OWNER: _____

OWNER PHONE #: _____

BRIEF DESCRIPTION OF IMPROVEMENT BEING CONSIDERED: _____

BASE FLOOD ELEVATION FROM FEMA FLOOD INSURANCE RATE MAP COMMUNITY-PANEL
NUMBER _____ EFFECTIVE DATE _____

OR OTHER _____

FOR TOWNSHIP USE – DO NOT WRITE BELOW THIS LINE

THE BASE FLOOD ELEVATION ESTABLISHED BY _____

THE PLOT PLAN PREPARED BY: _____

BFE AT SHOWN LOCATION: _____ FT

RFE = BFE + 1.50 FT = _____ **FT.**

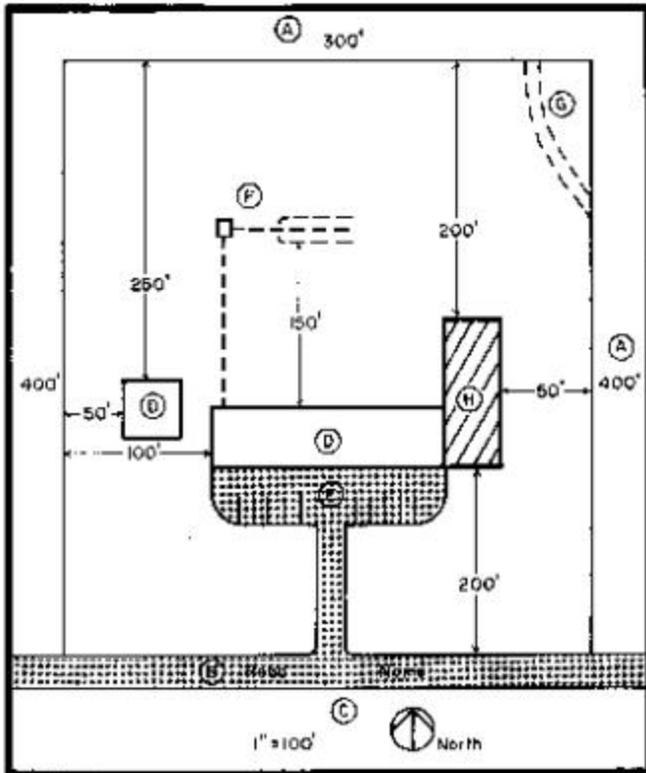
Part or all of this project is located in a • Floodplain AE • Floodplain A • Floodway

Signature of Township Official

Title

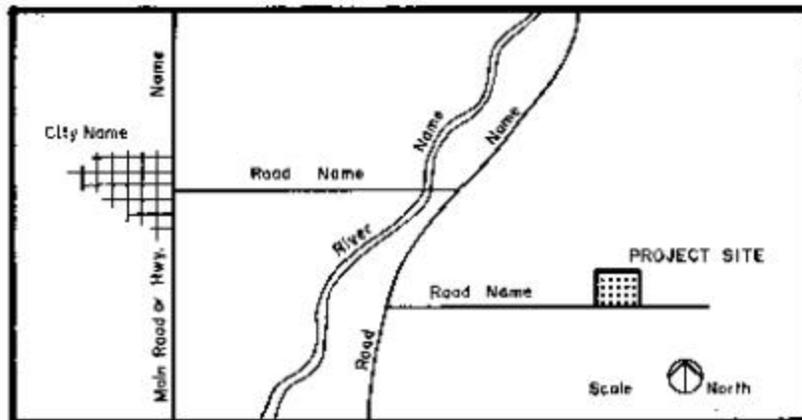
Date

Sample Plot Plan

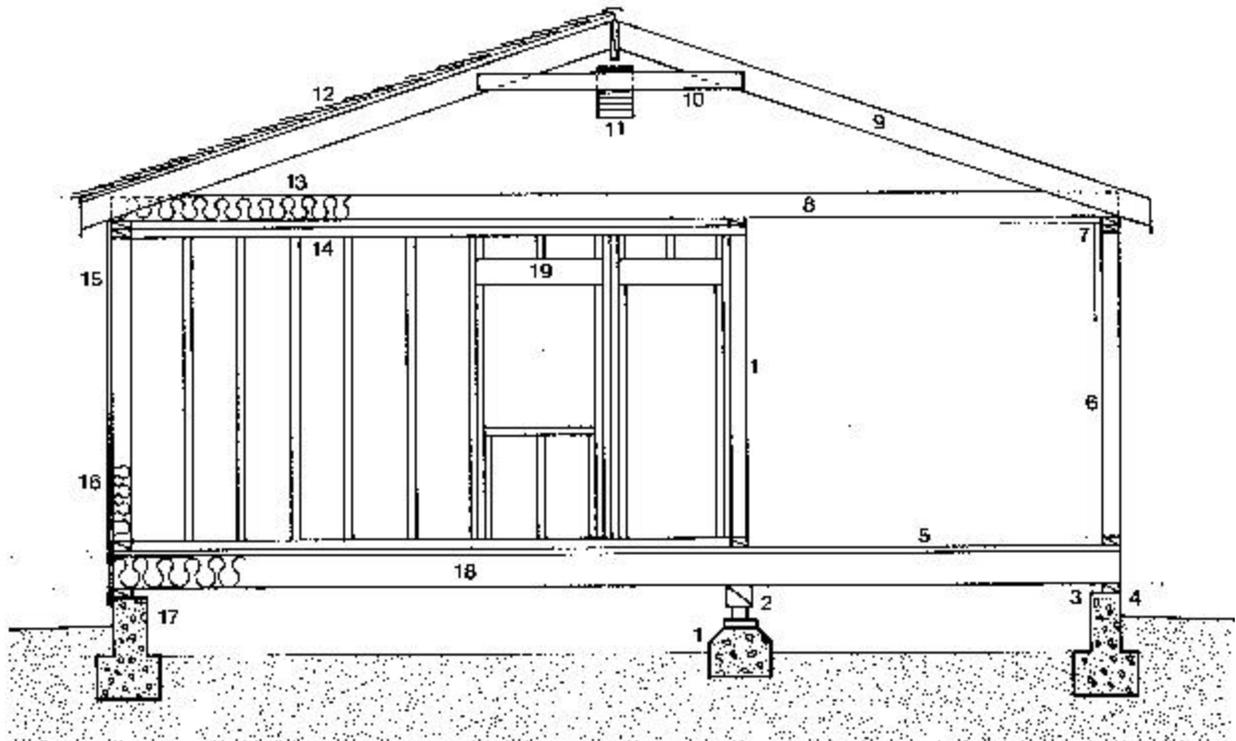


- A. Parcel Shape and Dimensions.
- B. Adjacent Streets.
- C. North Arrow and Scale.
- D. Existing Buildings including distance from property lines.
- E. Driveways, Parking and Loading Areas.
- F. Existing and proposed septic system and wells including distances from structures.
- G. Easements and Utility lines (power, sewer, water etc.).
- H. Proposed structure or addition including distance from property lines.

Sample Location Map



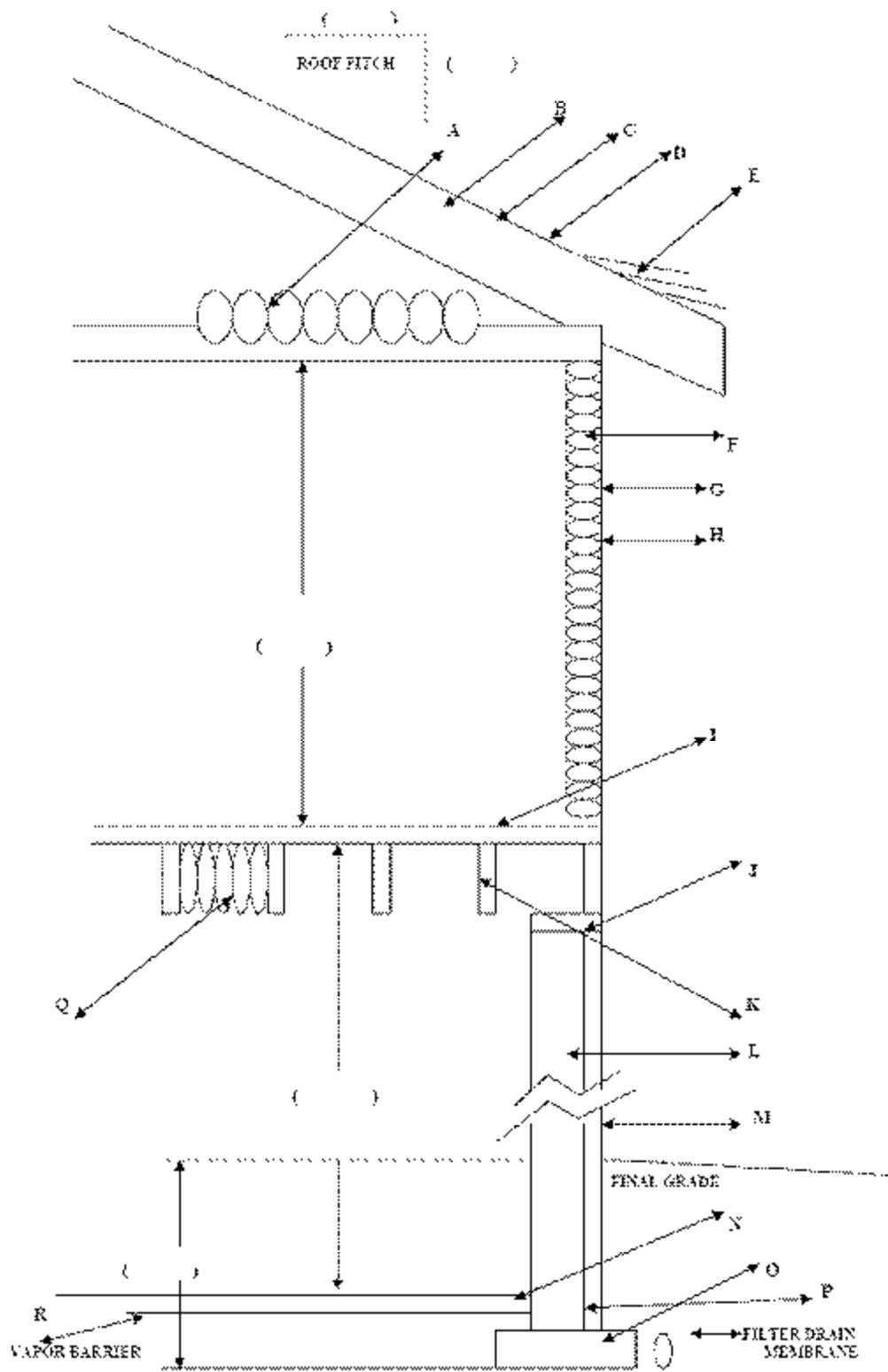
Typical Cross Section Detail



The wall section should show/describe, as a minimum, the following items:

1. Location of bearing walls and sizes of supports.
2. Size and spacing of girders and beams used for supports.
3. Underfloor ventilation and underfloor access.
4. Earth to wood separation: minimum six inches.
5. Floor sheathing size and panel index number.
6. Size and spacing of studs.
7. Wall and ceiling covering.
8. Size and spacing of ceiling joists.
9. Size and spacing of roof members. (If using manufactured trusses, provide two detail sheets from suppliers.)
10. Rafter ties: size, spacing and minimum 48" on center.
11. Attic ventilation.
12. Roof sheathing: size, panel index, type of covering, felt weight and roof slope.
13. Insulation: type, location, and "R" factor.
14. Top Plates.
15. Exterior wall covering and sheathing: type, size and vapor barrier.
16. Shear bracing: type, location and size.
17. Earth to wood clearances: 18" minimum to joists, 12" minimum to girders/beams.
18. Floor joists: size and spacing.
19. Header size.

Provide all dimensions. Include the grade and species of all framing lumber and materials. If project is a room addition, provide detail sheet for point of attachment.



CROSS SECTION SUBMITTAL

- A. Ceiling Insulation
Type _____ R Value _____
- B. Rafters/Trusses
Type _____ Span _____
Spacing _____
Ceiling Joist _____ Span _____
- C. Roof Sheathing
Type _____ Thickness _____
- D. Roof Underlayment
Type _____ Ice Shield _____
- E. Roof Covering
Type _____
- F. Wall Insulation
Type _____ R Value _____
- G. Wall Framing
Type _____ Stud Size _____
Spacing _____
- H. Wall Sheathing
Type _____ Thickness _____
- I. Sub-Floor Sheathing
Type _____ Thickness _____
- J. Sill Plate & Anchor
Type _____ Spacing _____
- K. Floor Joist
Type _____ Span _____
Spacing _____
- L. Foundation
Type _____ Thickness _____
- M. Foundation Waterproofing System
Type _____
- N. Floor
Type _____ Thickness _____
- O. Footer
Type _____ Thickness _____
Width _____
- P. Foundation Insulation if required
Type _____ R Value _____
- Q. Floor Insulation if required
Type _____ R Value _____
- R. Vapor Barrier
Type _____
- Header Details _____

DECK CONSTRUCTION

Example Deck Details

Figure 1: Joist Span – Deck Attached at House and Bearing Over Beam
 Note: Anchor ledger board in accordance with current UCC requirements

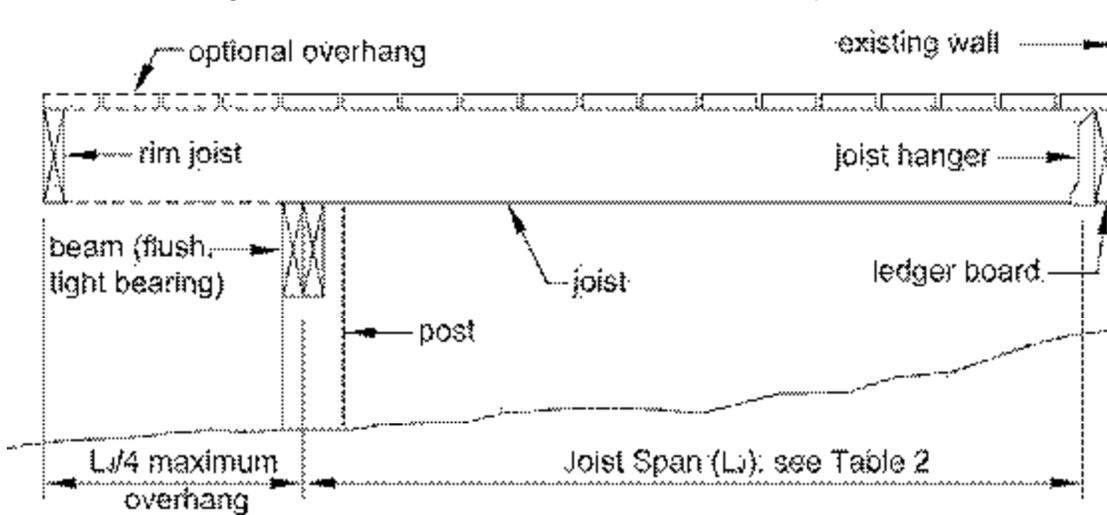


Figure 2: Typical Deck Framing Plan

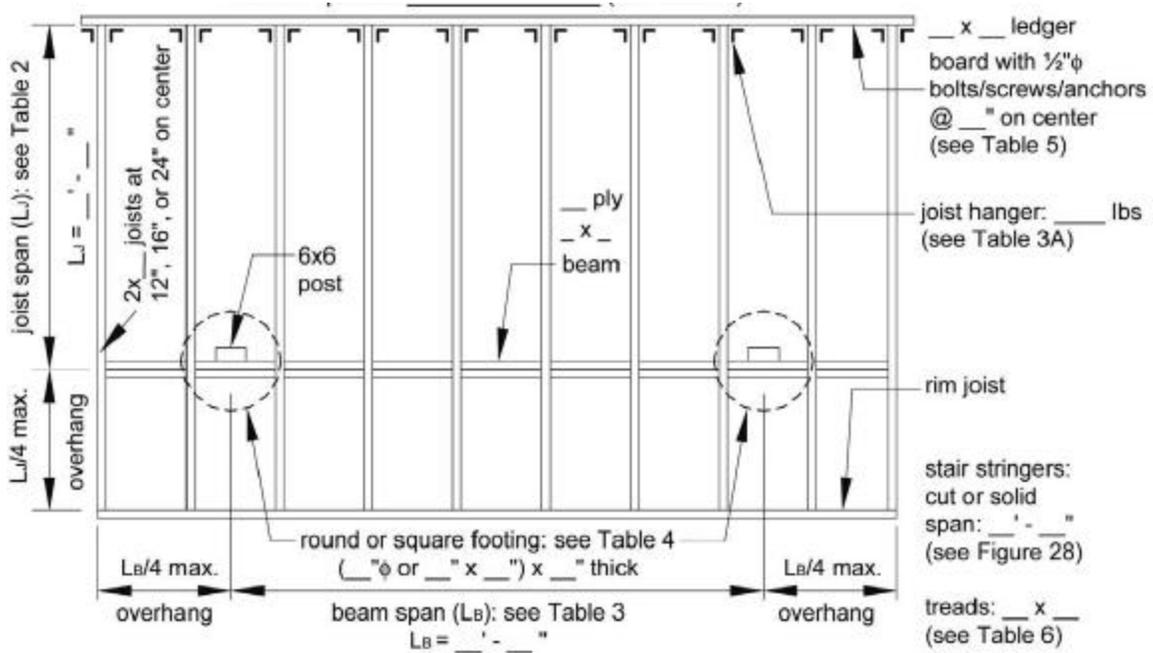


Figure 3: Post-to-Beam Attachment Requirements

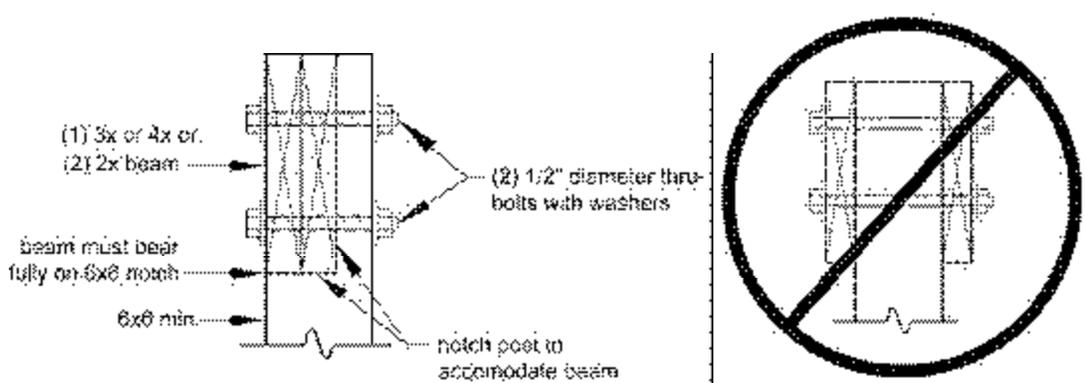


Figure 4: Alternate Approved Post-to-Beam Post Cap Attachment

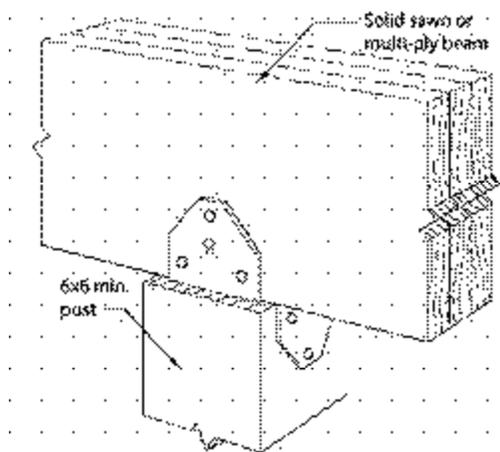


Figure 5: Joist-to-Beam Detail

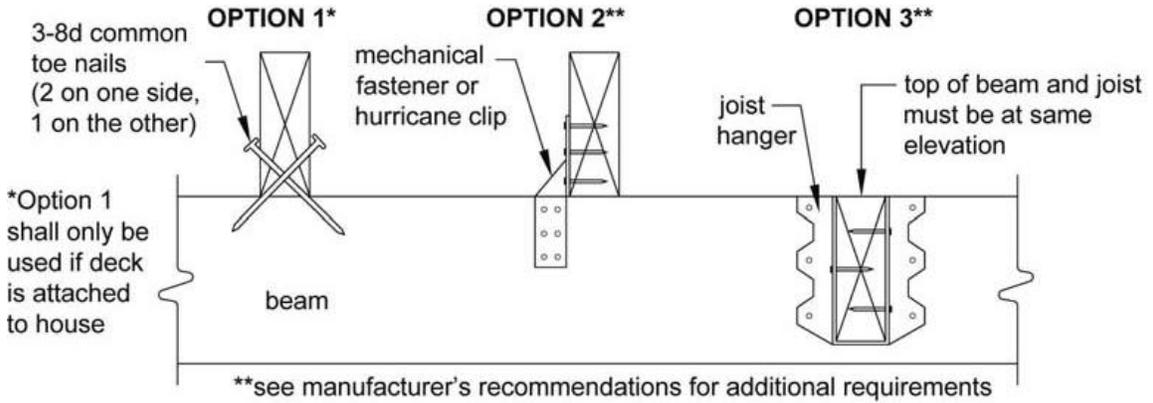


Figure 6: Typical Footing Options
UCC – Frost Depth = 42"

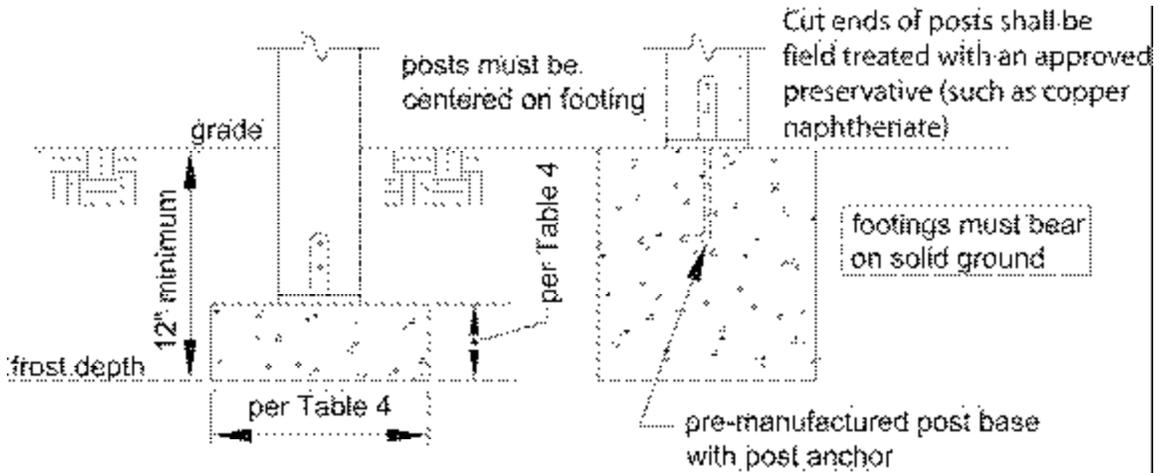


Figure 7: Tread and Riser Detail

UCC – Max. Riser 8-3/8" Min. Tread 10"

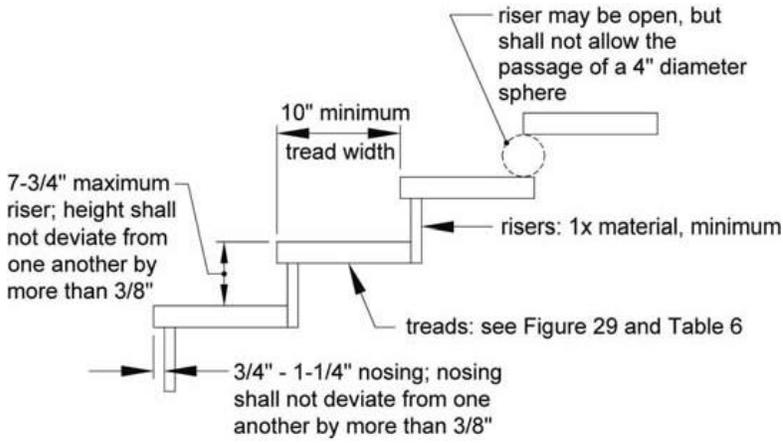


Figure 8: Stair Stringer Requirements

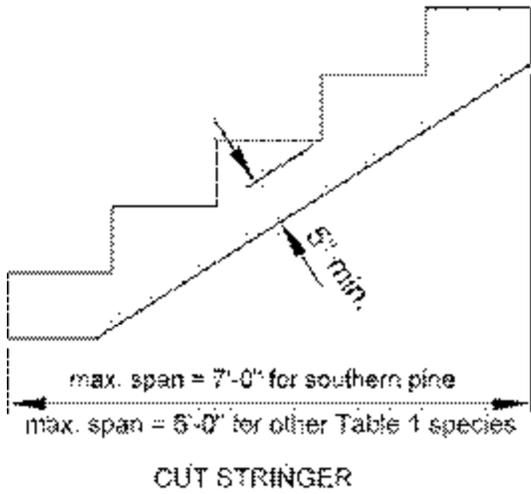


Figure 9: Stair Guard Requirements

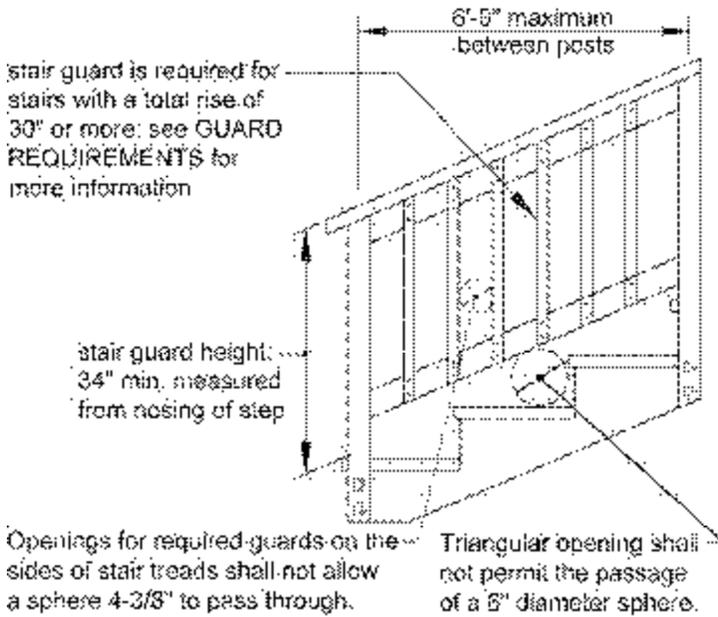


Figure 10: Handrail Mounting Examples

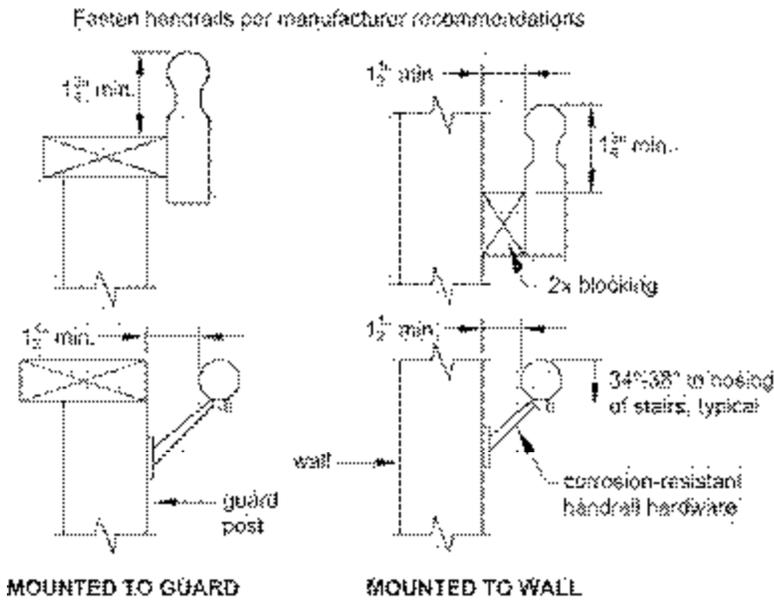


Figure 11: Handrail Grip Size

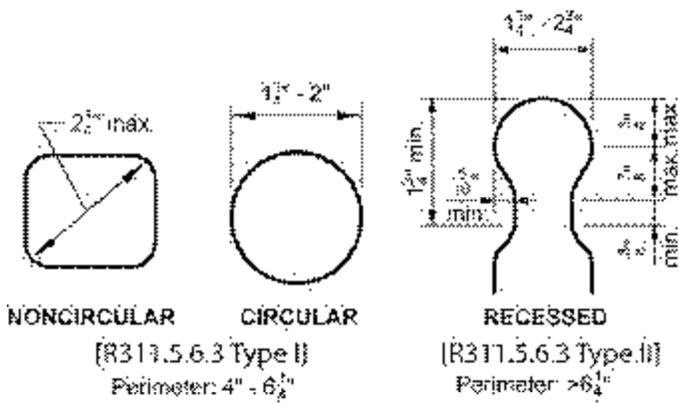


Figure 12: Miscellaneous Stair Requirements & Stair Footing Requirements
UCC – Frost Depth = 42"

