

The City of Lancaster is revising the Third Party Code Agency selection for Commercial Projects that meet certain criteria. This revised list is effective January 8, 2019 as approved by City Council Resolution No. 02-2019.

What is covered under the program:

- New development projects;
- Redevelopment projects or rehabilitation of existing commercial and multi-family buildings that involve multi-discipline trades;
- Commercial projects that are all encompassing in nature that entail major renovations or conversions of space to a different use group; projects that require multi-trade disciplines (general contracting, plumbing, mechanical and electrical trades).
- Single trade permits may be assigned to a Third Party Code Agency for inspections by the Office of Code Compliance.

What is not covered under the Third Party Code Agency Program:

- Residential projects/permits in One & Two Family dwellings;
- Single Trade Permits under MEP applications (not involving Prime Contractors);
- All signs must be applied for under a building permit which is separate from a general building permit. (Stand-alone sign permits). The Code Compliance Office will review these permit applications and issue the permit with field inspections by an approved third party code agency;
- All sewer laterals – new installations and repairs to existing;
- Sewer tap-ins (Inspection required by Public Works Engineering);
- Water supply lines, meter pits and equipment and materials up to and including the backflow and metering devices are under the purview of the City Water Bureau and for fire lines – the Office of Code Compliance;
- Fire detection/suppression systems work in existing buildings (with no other permit work involved). The Office of Code Compliance and Inspections performs the plan review functions, issues the required Fire Permit, inspects and gives final approval.
 - Unless specifically authorized by the Fire Marshal or Bureau Chief of Code Compliance.
- Commercial projects limited in scope; i.e. minor permits; accessibility ramps; electrical services; fire escapes; window and door replacements; chimney liners (single trade permits).
- Fire detection and suppression systems are reviewed by the third party code agency selected; however, all inspection and on site approval authority remains with the City. This includes FDC and annunciator panels and lock box installation locations.

Once a commercial property owner or developer has selected a Third Party Code Agency for their project, the firm selected must be used for all plan review functions, field inspections and approvals, except as provided above. The City of Lancaster will only accept inspection reports and a final Certificate of Completion from the selected and approved agency. The City issues the final Certificate of Occupancy.

The revised Third Party Code Agency Listing approved by City Council Resolution No. 02-2019 includes the following Third Party Firms and their respective points of contact:

Associated Building Inspections

1248 West Main Street, Suite 123
Ephrata, PA 17522

Contact: Randy Maurer at (877) 721-4224 or randy.m@weknowcodes.com

Barry Isett & Associates, Inc.

85 South, Route 100
Allentown, PA 18106

Contact: Matthew C. Walter, M.C.P at (610) 391-2160 or mwalter@barryisett.com

Code Administrators, Inc.

4340 Oregon Pike
Ephrata, PA 17522

Contact: Jason Stevens at (717) 859-3350 or j_stevens@codeadministrators.com