



**EZ STANDARDS**  
**LIMITED COMMERCIAL**  
**ALTERATIONS & REPAIRS**  
**Revised 11/18**

## **EZ Limited Commercial Alterations Standards**

Obtain permits for limited demolition and commercial alterations without submitting plans by meeting the Conditions and Design Limitations below. Any deviations from this permit standard will result in permit revocation.

**Special Flood Hazard Area:** If subject property is located within a Special Flood Hazard Area (Floodplain), EZ Alteration Permit **MAY ONLY** be submitted at Permit Services at 1401 JFK Blvd, MSB, Concourse Level. Additional documentation required.

**Note:** As per the Philadelphia Administrative Code, Section A-301.2.1, the following activities will not require a building permit:

- Ordinary Repairs
- Painting, papering and similar wall and ceiling finishes that do not exceed 0.036 inches (0.9 mm) in thickness.
- Traditional floor coverings such as wood, vinyl, linoleum, terrazzo and resilient floor coverings that are not comprised of fibers
- Carpeting and similar floor coverings that are not installed in exit access corridors, exit passageways or vertical exits.

### **Conditions**

- EZ Permit Standard for Limited Commercial Alterations may be applied to applications meeting all the following conditions:
  - **Applications of new interior wall, ceiling and floor finishings only.**
  - **Proposed area of work not exceeding 2000 ft<sup>2</sup> located within a single tenant space**
  - **Contract cost not exceeding \$25,000**
  - **Existing use and occupancy classification, as defined by the International Building Code, Ch. 3, to be maintained. A valid zoning/use permit shall be provided for proposed work area.**
- Historically designated buildings require prior approval from the Philadelphia Historic Commission (PHC), to be provided with stamped approval for proposed alterations unless otherwise approved by PHC.
- **No structural work or installation of new walls to be performed under this Permit Standard.**
- Installation of service counters resulting in the creation of a new employee work area shall not exceed 1,000 ft<sup>2</sup>.
- Work performed **shall not** make the building **less conforming** than it was before the repair was undertaken.

### **Construction Requirements**

#### **General Requirements**

- Alterations shall be done in a manner that maintains
  - The level of fire protection provided,
  - The level of protection provided for the means of egress.
  - The level of accessibility provided.
- Combustible materials shall not be utilized for Type I or II Construction as defined by the 2018 International Building Code (IBC), Section 602.2.
- Materials permitted by the 2018 IBC for new construction shall be used. Like materials shall be permitted for repairs, provided no dangerous or unsafe conditions are created.
- Materials already in use in a building in conformance with requirements or approvals in effect at the time of their erection or installation shall be permitted to remain in use unless determined by L & I to render the building or structure unsafe or dangerous.
- All textile or expanded vinyl materials tested in accordance with ASTM E84 or UL 723 are not permitted unless protected with an automatic sprinkler system and maintained with a Class A flame spread index. Test specimen shall be mounted and prepared in accordance with ASTM E 2404.

#### **Required Fire-Rated Construction**

- All areas of ceiling assembly alterations shall be provided with 5/8" Type X Gypsum Board coverings.
- The application of interior finish material shall be applied directly against rated construction or furring strips not exceeding 1.75 inches applied directly against such surfaces, with intervening spaces between furring strips to comply with one of the following:
  - To be filled with inorganic or noncombustible material

#### **Required Fire-Rated Construction (cont'd)**

- Filled with Class A material
- Fireblocked at a maximum spacing of 8'-0" in any direction
- Dropped ceilings and set-out walls shall meet the criteria for Class A flame spread material



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- Hangers & assembly members located below ceiling line shall be of non-combustible materials. In Type III or V construction, fire retardant-treated wood shall be permitted.
- Ceiling and wall finishing of ¼" thickness shall be applied directly to noncombustible backing, unless noncombustible materials are used.

**Wall and Ceiling Coverings**

- All wall covering, and ceiling finish materials shall be classified in accordance with NFPA 286.
- Textile and expanded vinyl wall coverings shall meet the criteria of 2018 IBC, Section 803.5.1.1 when tested in a manner intended for use in accordance with the Method B protocol of NFPA 265.

**Interior Floor Coverings**

- All floor coverings shall be tested in accordance with NFPA 253.
- A Class I material shall be used in occupancy classifications I-1, I-2, and I-3. Class II materials shall be permitted in all other occupancy classifications.
- Carpet pile shall be ½ inch maximum in height, with exposed edges fastened to the floor, and trim along the entire length of the exposed edge.
- Vertical changes in level of ¼ inch maximum in height shall be permitted to be vertical
- Beveled edges shall not have a change in height greater than ½ inch and slope shall not exceed 1:2.
- Running slope of walking surfaces shall not be steeper than 1:20. Cross slope of a walking surface shall not be steeper than 1:48.

**Method of Accessibility Compliance**

Per the International 2018 Existing Building Code (IEBC), Section 305.7, the proposed alteration work area containing the primary function area shall be provided an accessible route, to include toilet facilities or drinking fountains serving the area of primary function.

Please identify method of accessibility compliance:

\_\_\_ Work is not being performed within the primary function area.

\_\_\_ Accessible entrance (no steps) and accessible bathroom to conform to the 2018 IEBC, and the ICC A117.1-2009 Standards.

\_\_\_ Exception 1: 20% of contract costs allocated to providing an accessible route to the area of primary function (Cost of contract and accessible elements to be provided shall be identified below.)

**List of Alterations to Provide Accessible Route**

Accessible Element	Contract Item Cost (\$)

Total Contract Cost      \$ \_\_\_\_\_  
 Cost of Accessible Improvements \$ \_\_\_\_\_  
 % of Contract Cost Dedicated to Accessible Improvements \_\_\_\_\_ %

AP# \_\_\_\_\_

Applicant's Signature \_\_\_\_\_