

“When Permits Are Required”

**Residential one, two & three family construction is governed by the current Residential Code of Ohio for 1, 2, & 3 Family Dwellings.
Commercial construction is governed by the current Ohio Building Code “OBC”**

Category of building permits required.

Commercial.

1. New buildings, Remodel, Alterations and Additions.
 - a. Design shall be accomplished by an Ohio Registered Design Professional.
 - b. Provide Building Regulation with two complete and ready for construction plans that are code compliant. Comment; after plan review, one is kept by building regulation and the second is issued to the permit holder.
 - c. A copy of zoning permit.
 - d. A copy of a water/sanitation permit.
 - e. Permit fee due.
 - f. Electrical, HVAC, Gas line, Hood and Ansul permits may be permitted at the same time as the building permit with using two sets of one complete drawing. If other permits are applied for at different or latter times, two sets of drawings are required for each permit applied for.
 - g. Suppression and Alarm permits shall be permitted separately. Three sets of code complying drawing are required. The third copy is delivered to the Fire Prevention Bureau of the permit address locality.

2. Change of use buildings, Remodel, Alterations and Additions of.
For instance; changing from a mercantile use to a church use.
 - a. Design shall be accomplished by an Ohio Registered Design Professional.
 - b. Provide Building Regulation with two complete and ready for construction plans that are code compliant. Comment; after plan review, one is kept by building regulation and the second is issued to the permit holder.
 - c. A copy of zoning permit.
 - d. A copy of a water/sanitation permit is required, if applicable.
 - e. Permit fee due.
 - f. Electrical, HVAC, Gas line, Hood and Ansul permits may be permitted at the same time as the building permit with using two sets of one complete drawing. If other permits are applied for at different or latter times, two sets of drawings are required for each permit applied for.
 - g. Suppression and Alarm permits shall be permitted separately. Three sets of code complying drawing are required. The third copy is delivered to the Fire Prevention Bureau of the permit address locality.
 - h. Indicate the previous use of the building.

3. Change of occupant w/o new construction.
 - a. Provide two sets of code complying floor plan drawings showing the lay out of the floor, dimensions, use intended and prior use. Drawings shall be to scale. Show door exits.
 - b. Permit Fee.
 - c. A copy of Zoning permit

4. Change of occupant with extensive new construction.
 - a. Design shall be accomplished by an Ohio Registered Design Professional.
 - b. Provide Building Regulation with two complete and ready for construction plans that are code compliant. Comment; after plan review, one is kept by building regulation and the second is issued to the permit holder.
 - c. A copy of zoning permit.
 - d. A copy of a water/sanitation permits, if applicable.
 - e. Permit fee due.
 - f. Electrical, HVAC, Gas line, Hood and Ansul permits may be permitted at the same time as the building permit with using two sets of one complete drawing. If other permits are applied for at different or latter times, two sets of drawings are required for each permit applied for.
 - g. Suppression and Alarm permits shall be permitted separately. Three sets of code complying drawing are required. The third copy is delivered to the Fire Prevention Bureau of the permit address locality.
 - h. Indicate the previous use of the building.

5. Agricultural Building Permit

A building permit is required for agriculture buildings if the building is used as a Factory, Mercantile, Business, processing or packaging the product, selling the product, advertising the product or residential use, a building permit with plans is required designed by a design professional. *Comment: 1, 2 & 3 family residences do not require the plans be designed by a professional.*

Exception:

A building permit is not required for agriculture buildings when constructed on the same property that is utilized in producing agricultural and/or horticultural products, livestock, or other farm animals and to store farm implements used in their production. These buildings may store a product for sale. Fifty percent or more of the product stored shall be produced on the property, and owned by the property owner.

If the building is used as a Factory, Mercantile, Business, processing or packaging the product, selling the product, advertising the product or residential use, a building permit with plans is required designed by a design professional. *Comment: 1, 2 & 3 family residences do not require the plans be designed by a professional.*

When buildings of agricultural use are changed to another use group, a building permit with plans is required for the change designed by a design professional.

Farmer's road side stands used in selling the farmer's seasonal farm produce are exempted

Residential one, two and three family construction.

1. New buildings, Remodel, Alterations, Additions and accessory buildings.
 - a. Provide two sets code complying to scale drawings.
 1. Drawings shall include a plot plan, floor plan, elevations and a wall section.
 - b. Copy of Zoning permit and sanitation/water permit is required.
 - c. Permit Fee.
 - d. Electrical and HVAC permit is required. Plans are not required. Comment; if a service over and including 400 amps is installed; a one line drawing of the service is required.

GREENE COUNTY DEPARTMENT OF BUILDING REGULATION
667 DAYTON-XENIA ROAD, XENIA, OHIO 45385; 937-562-7420
Website: www.co.greene.oh.us

NOTE: A PERMIT NUMBER AND ADDRESS IS **REQUIRED** IN ORDER TO REQUEST AN INSPECTION. A **\$50.00** REINSPECTION FEE WILL BE CHARGED FOR INSPECTIONS FAILED DUE TO NOT BEING READY OR NO CANCELLATION.

NOTE: THE CUT-OFF TIME TO SCHEDULE INSPECTIONS FOR THE FOLLOWING DAY IS **3:00 P.M.** If these inspections pertain to your project, inspection request can be obtained by calling (937) 562-7420 between the hours of 8:00 a.m. and 3:00 p.m. the previous day of the inspection date.

*To be inspected before placement of concrete. **By appointment. ***Inspection by private commercial firm.
****Given only with a permit. *****Fee required.

ADVICE****
CONSULTATION*****
CAISSONS*
FOOTINGS*&**
GRADE BEAM*
FOUNDATION*
RETAINING WALL*&**
POOLS-Footing, Foundation & Slab
POOLS- Bond bottom & bond deck
WATER PROOFING
CONCRETE SLAB*&**
COLUMN BASE GROUT
METAL ROOF DECK- Under 5000 sq.ft.
EFIS
FIRE ALARM**Final
FIRE MAIN**
- Depth & Cover, Hydrostatic, Flush
FIRE SUPPRESSION SYSTEM**
- Hydrostatic, Fire pumps & visual
FINAL SUPPRESSION SYSTEM
CHEMICAL SUPPRESSION SYST.**
KITCHEN HOOD & ANSUL SUPP**
MASONRY- Inspector will advise
FIREPLACE- First flue & last flue liner
MASONRY GROUT & BOND BEAMS
CHIMNEY TOP OUT
WOODBURNING STOVE
WHIRLPOOL
CRAWLSPACE
PRECAST WALLS AND FLOORS
- Inspector will advise
FRAMING
FRAMING CEILING GRID
NATURAL GAS LINE
PROPANE LINE
PRESSURE PIPING
ROUGH HVAC
ROUGH HVAC ABV CEILING GRID
INSULATION
FIRE WALLS AND SHAFT WALLS
FIRE PROOFING
VEHICLE HOIST
DEMISING WALL
HANDICAP RAMPS
ADAAG COMPLIANCE

TEMPORARY ELECTRIC POLE
ELECTRIC RECONNECT
FAULT CURRENT
TRENCH- ELECTRIC
TEMPORARY SERVICE RELEASE
CONDUIT IN SLAB
SERVICE CHANGE
ROUGH ELECTRIC
ROUGH ELECTRIC- Fire Alarm
ROUGH ELECTRIC- Above ceiling grid.
ROUGH ELECTRIC- Conduit fill
ROUGH ELECTRIC- Communication
POOLS- Bond bottom & bond deck.
TRANSFER SWITCH- Electrical inspection
POLE BASES- Structural & Elec. Plans
ELECTRICAL BACKUP SYSTEMS
FIRE RATED WALLS & FLOOR/CEIL

FINAL ELECTRIC
FINAL HVAC
EGRESS LIGHTING
FINAL SIGN
FINAL BUILDING

Greene Co. Dept. of Building Regulation
PRELIMINARY PLAN CONSULTATION**&*****
EGRESS LT. CONSULTATION** &****

*Special Inspections.****
SOIL CONDITION TEST
CONCRETE
SINGLE PLY ROOFING SYSTEM
STRUCTURAL STEEL
METAL ROOF DECK Over 5k
PRECAST WALLS AND FLOORS
EFIS
REQUIRED AIR CHANGES
REQUIRED OUTSIDE AIR
BUILT UP ROOF & INSULATION OVER 5K
MASONRY WALL REINFORCED FIRE
MASONRY WALL REINFORCED LOAD BEARING
SEPARATION

October 8, 2008