

Approved plans for _____ Oxford, Ohio.

Permit # _____

The attached building plans have been reviewed for Building Code Compliance as noted in accordance with the 2011 Ohio Building & Mechanical Codes, 2011 National Electrical Code and local ordinances for Oxford, Ohio. **These Approved Plans must remain on the job site at all times.** Failure to do so may result in an inspection not being performed and a re-inspection fee being charged.

City of Oxford Water and Sanitary Sewer Specification manuals may be obtained from the Service Department at 101 East High Street for cost of \$30.00.

Inspections are required to be called in 24 hours in advance of inspection. When scheduling an inspection, be prepared to give the address, permit number and type of inspection(s) needed. To obtain a time for the inspection, please call the morning of the inspection between 8:00 and 8:30 am to be given a time within a 2 hour range.

Plumbing permits and plumbing inspections are handled by the Butler County Health Department. Please contact their office at 513-863-1770 for details.

Where required, all “point of entry” containment backflow devices fall under the jurisdiction of the City of Oxford. Only City of Oxford Backflow Permits are acceptable for final approval. City of Oxford Backflow Permits may be obtained in the Community Development Department at 101 East High Street for the cost of \$25.00. Each device requires a separate permit.

It is the responsibility of the owner or owner’s agent to make all contractors aware of inspection requirements.

Please read all plan review notes on your approved plans before starting work.

Address must be posted and visible from the street.

Temporary Pole/Construction Electric – 888-433-4642 or 513-524-4642 - After meter socket, weatherproof equipment, GFCI receptacle(s) with in-use cover, and approved grounding connection are installed. Ground rods and grounding connections must be visible.

Footer pre-pour – 888-433-4642 or 513-524-4642 – After all footing forms, grade stakes, required reinforcing steel, and required grounding electrode connections are made prior to pouring concrete.

Foundation pre-pour – 888-433-4642 or 513-524-4642 – After forms are completed and required reinforcing steel is in place prior to pouring concrete. A foundation inspection is not required for slab on grade or crawlspace construction.

Preliminary water service & sewer lateral – 513-524-5209 – All water and sanitary lines must be visually inspected. Further testing and inspection may be required to verify the integrity of the installation.

Sanitary tap – 513-524-5209 – Contractor is responsible for installation of the sanitary sewer tap per City of Oxford standards. The sanitary sewer tap shall be water tight and remain visible and accessible for inspection. Further testing and inspection may be required to verify the integrity of the installation.

Backfill/Waterproofing – 888-433-4642 or 513-524-4642 – After foundation walls are waterproofed and drain tiles are installed. A backfill inspection is not required for slab on grade or crawlspace construction.

Crawlspace - 888-433-4642 or 513-524-4642 – After piers, beams and joists are installed prior to installing floor sheathing.

Slab – 888-433-4642 or 513-524-4642 – After vapor barrier, perimeter insulation, all under slab HVAC ductwork, and all required reinforcing steel is in place. Rough plumbing must be approved prior to slab inspection. Inspection of under slab electrical conduits and raceways must be completed before covering.

Rough Gas Piping – 888-433-4642 or 513-524-4642 – After **all** permanent gas piping is installed and test pressure has been obtained with an approved pressure gauge (Kuhlman, etc.)

Rough Electric – 888-433-4642 or 513-524-4642 – After raceways and/or cables are installed and properly secured, rough boxes are set, and grounding system conductors are secured and bonded.

Rough HVAC – 888-433-4642 or 513-524-4642 – After duct system is installed and all combustion air, venting, bathroom and dryer exhaust ducts are installed. Manufacturer's installation instructions and specific details on venting must be on job site at the time of inspection.

Rough Plumbing – 513-863-1770 – Contact the Butler County Health Department for details.

Rough Framing – 888-433-4642 or 513-524-4642 – After all rough electrical, plumbing, gas piping and HVAC inspections have been approved, but prior to installing insulation. Truss specs are to be on site at time of inspection.

Trench – 888-433-4642 or 513-524-4642 – After **all** underground raceways, direct burial conductors, and warning ribbons are installed to proper depths and before covering.

Electric Service Release – 888-433-4642 or 513-524-4642 – After trench is backfilled and meter socket, main equipment, GFCI receptacle(s), and approved grounding connections are installed. **Ground rods and grounding connections must be visible.**

Insulation – 888-433-4642 or 513-524-4642 – After all required insulation and fire blocking/fire stopping is completed and all outstanding items from previous inspections have been addressed.

Above Ceiling – 888-433-4642 or 513-524-4642 – After ceiling grid is in place and all electrical/lighting, HVAC and sprinkler systems have been installed, prior to installing ceiling tiles. Electrical, HVAC and sprinkler systems may be inspected at same time, but you must request **all** inspections.

Fireplace – 888-433-4642 or 513-524-4642 – Masonry rough: After firebox is constructed, damper is in place, and after the first flue liner is installed. Factory built: Must be installed and ready for inspection at time of the framing inspections. Manufacturer's installation instructions must be on site at time of inspection. Masonry final: After chimney is topped-off and the hearth extension is completed. May be inspected at the same time as the final building inspection.

Gray Water/Sump lines – 513-524-5209 – Sump lines must be installed per the approved plans. Inspections scheduled after installation of lines is complete.

Driveway Approach pre-pour – 513-524-5209 – Forms to be inspected prior to pouring. The installation and location of the driveway must conform to the approved set of plans and City of Oxford Curb, Gutter & Sidewalk Specs. Any deviation in plans is subject to denial of occupancy.

Sidewalk pre-pour – 513-524-5209 – Forms to be inspected prior to pouring of public sidewalk. The installation and location of the sidewalk must conform to the approved set of plans and City of Oxford Curb, Gutter & Sidewalk Specs. Any deviation in plans is subject to denial of occupancy.

Final Fire Suppression and Alarm Inspections – 888-433-4642 or 613-524-4642 – Suppression and alarm system test must be witnessed by the building department. Contact the building department for required test for your particular system.

Final Electrical – 888-433-4642 or 513-524-4642 – After all electrical devices and luminaries are installed and operational. May be inspected with the final building inspection but you must request the electrical inspection to be performed at the same time.

Final HVAC – 888-433-4642 or 513-524-4642 – After final electric inspection has been approved and after all equipment is operational. May be inspected with the final building inspection but you must request the HVAC inspection to be performed at the same time.

Final Plumbing – 513-863-1770 – Contact the Butler County Health Department for details.

Final Driveway Approach – 513-524-5209 – Prior to occupancy, the driveway must conform to the approved drawing, the City of Oxford Curb, Gutter & Sidewalk Specs and be free of any defects.

Final Sidewalk – 513-524-5209 – Prior to occupancy, the public sidewalk and right-of-way area must conform to the City of Oxford Curb, Gutter & Sidewalk Specs.

Final Grade – 888-433-4642 or 513-524-4642 – Must conform to current building code standards as well as current OAC/ORC standards to prevent surface runoff to adjacent properties.

Final Water & Sewer - 513-524-5209 – After installation and prior to occupancy. All water and sanitary sewer appurtenances must meet the requirements set forth in the above mentioned City of Oxford Water and Sanitary Sewer Specs manual.

Final Building – 888-433-4642 or 513-524-4642 – After previously listed final inspections have been approved.

Final Zoning – 513-524-5209 – After ALL other final inspections have been approved. Seed and sod, landscaping, and conditions required by other regulatory bodies must be completed.

A Certificate of Occupancy and a Certificate of Code Compliance must be issued before the structure may be occupied.