



LAKE COUNTY BUILDING DEPARTMENT

27 WOODLAND ROAD, PAINESVILLE, OHIO 44077

TEL: 440-350-2636 440-918-2636 800-899-LAKE Ext. 2636 FAX: 440-350-2660

www2.lakecountyohio.org/buildinginspection

INSPECTION REQUIREMENTS Page 1 of 4

EFFECTIVE DECEMBER 01, 2009

Revised 12/1/09

- **JOB SITE ADDRESS** posted during entire construction process.
 - **JOB CARD** posted in plain sight (Green for Building) (Orange - for Electrical only).
 - **APPROVED JOB COPY PLANS MUST BE AVAILABLE ON ALL JOBS FOR ALL INSPECTIONS.** If approved prints are not on the job site, a reinspection must be scheduled – PLEASE NOTE **REINSPECTION FEES.**
 - **REINSPECTION FEES** – A Reinspection Fee will be charged when the inspector must return to work that was not ready, building was locked, approved prints not on site, and / or had failed a previous inspection. Fee must be paid prior to scheduling final inspection, or if two (2) fees are assessed on a project, fees are due before the next inspection is scheduled.
 - **TWENTY-FOUR (24)-HOUR NOTICE** is required for ALL INSPECTIONS. **Inspection Requests must be received by 3:00 p.m. for an inspection the next day.** You can call on the day of your inspection, between 8:00 a.m. – 9:15 a.m. for an approximate inspection time.
1. **FOOTING / PADS / PILINGS INSPECTION:**
 - A. Upon completion of Footing Forms, Reinforcement, etc. but BEFORE INSTALLING CONCRETE.
 - B. A minimum of ONE-HOUR window is required when scheduling for inspection.
 - C. Earliest pour time is 10:00 a.m.
 2. **FOUNDATION INSPECTION:**
 - A. Upon completion of water proofing, drain tile with cover stone in place, and prior to backfilling.
 3. **SLAB INSPECTION:**
 - A. **AFTER** Satisfactory Notification of all U.G. PLUMBING APPROVALS from the Lake County General Health District, 33 Mill Street, Painesville, Ohio Tel 440-350-2543.
 - B. Upon completion of insulation, vapor barriers, mesh, etc. but BEFORE INSTALLING CONCRETE.
 - C. A minimum of ONE-HOUR window is required when scheduling for inspection.
 - D. Earliest pour time is 10:00 a.m.
 4. **FIREPLACE INSPECTION:**
 - A. **Masonry** - to be inspected at top of smoke chamber when first flue tile is set and smoke chamber purged.
 - B. **Prefab** - rough in before enclosing. Prefab fireplace inspection should be done at the same time as the structural, electrical, and mechanical rough in inspection.



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INSPECTION REQUIREMENTS Page 2 of 4 **EFFECTIVE DECEMBER 01, 2009**

5. **STRUCTURE, ELECTRICAL, MECHANICAL, FIRE ALARM, FIRE SPRINKLER ROUGH-IN INSPECTION:**
 - A. **AFTER** Satisfactory Notification of all **PLUMBING ROUGH APPROVALS** from the Lake County General Health District, 33 Mill Street, Painesville OH Tel 440-350-2543.
 - B. All Additional Permits must be on file (electrical, mechanical, gas piping, etc).
 - C. Rough-in, in any area, before concealment.
 - D. Structure, electrical, mechanical roughs, and fireplace shall be inspected at the same time.
 - **Framing:** Complete framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, heating wires, pipes and ducts are approved. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
 - **Electrical:** Complete electrical rough in with all splicing in boxes ready to receive devices.
 - **Mechanical:** Complete mechanical installations including all ductwork, fuel gas piping, equipment, and electrical connections. Heat pipes in concrete slab to be inspected prior to pouring concrete.
6. **ENERGY EFFICIENCY – INSULATION INSPECTION:**
 - A. After any Rough Plumbing, Rough Framing, Electrical, Mechanical, and any other work that may be concealed has been inspected and approved.
 - B. Insulation is completely installed but prior to placement of any drywall or other covering.
 - C. Inspections shall include, but not be limited to, inspections for envelope insulation *R* and *U* value, fenestration *U* value, duct system *R* value, and HVAC and water heating equipment efficiency.
7. **FIRE RESISTANCE RATED CONSTRUCTION INSPECTION:**
 - A. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
 - B. After all wallboard is installed and before wallboard joints and fasteners are taped and finished.
8. **ELECTRICAL SERVICE INSPECTION: (Temporary or Permanent)**
 - A. **Temporary Power Pole** - prior to the utility company hook up.
 - B. **Permanent Electrical Service** - when main panel is installed and grounding is complete with cover off prior to the utility company hook up.
 - C. **Approval** is faxed the next business day to the utility company. The Electrical Contractor / homeowner is responsible for scheduling hook up with the appropriate utility company.



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INSPECTION REQUIREMENTS Page 3 of 4

EFFECTIVE DECEMBER 01, 2009

9. **REQUESTING FINAL INSPECTION FOR OCCUPANCY / CERTIFICATE OF OCCUPANCY INSPECTION:**

- Upon completion of all phases of any construction. Final inspection is required upon completion and approval of all phases of any construction prior to occupancy.
- AFTER** Satisfactory Notification of the **FINAL PLUMBING APPROVAL** from the Lake County General Health District, 33 Mill Street, Painesville, Ohio Tel 440-350-2543.
- For All New Residential New Dwellings - **AFTER** Satisfactory Notification of **FINAL GRADING APPROVAL** from the local jurisdiction's engineer. If in a township, contact the Lake County Engineer's Office (550 Blackbrook Rd, Painesville Twp 440-350-2770); otherwise contact your local city or village engineer.
- For All New Residential New Dwellings with septic systems in Kirtland City and Perry Village - **AFTER** Satisfactory Notification of **FINAL SEPTIC APPROVAL** from the Lake County General Health District, 33 Mill Street, Painesville, Ohio Tel 440-350-2543.
- For commercial projects, after submittal of all required **ACCEPTANCE TEST CERTIFICATES** to the Lake County Building Department. See Acceptance Test Information in Section 10.
- After submittal and review of all Special Inspection Reports according to OBC Section 1704.
- After payment of any reinspection fees.

TWENTY-FOUR (24)-HOUR NOTICE is required for **ALL INSPECTIONS**. You can call on the day of your inspection, between 8:00 a.m. – 9:15 a.m. for an approximate inspection time.

CERTIFICATE OF OCCUPANCY COPIES

- Contractors / Owners may contact the Lake County Building Department one week after a final inspection has been approved to request a copy of the certificate of occupancy.



INSPECTION REQUIREMENTS Page 4 of 4
EFFECTIVE DECEMBER 01, 2009

10. ACCEPTANCE TESTS

A. **Automatic Sprinkler Systems**

1. After scheduling tests with the local fire department, notify the building department of the date and time of the test.
2. Provide Sprinkler Acceptance Test Certificate as required by NFPA 13.

B. **Piping Installations** - prior to acceptance and initial operation shall be inspected and pressure tested to determine that the materials, design, fabrication, and installation practices comply with the requirements of this code.

1. Provide the Lake County Building Department Fuel Piping Pressure Acceptance Test Certificate (OBC 109.9, RCO 109.8).

C. **Fire Alarm Systems** - upon completion of the installation of the alarm notification appliances and circuits, alarm-initiating devices and circuits, supervisory-signal initiating devices and circuits, signaling line circuits, and primary and secondary power supplies shall be tested in accordance with NFPA 72.

1. After scheduling tests with the local fire department, notify the building department of the date and time of the test.
2. Provide Fire Alarm Acceptance Test Certificate as required by NFPA 72.

D. **Automatic Fire-Extinguishing System** - including commercial hood and duct systems, commercial cooking systems, dry-chemical systems, foam systems, Halon systems, clean-agent systems, carbon dioxide systems, etc.

1. After scheduling tests with the local fire department, notify the building department of the date and time of the test.
2. Provide Acceptance Test Certificate as required by the Ohio Building Code.