



**Job Address/Application No.:** \_\_\_\_\_ **Date** \_\_\_\_\_

City of Columbus, Ohio ▪ Department of Development ▪ Building Services Division 757 Carolyn Avenue,  
Columbus, Ohio 43224 ▪ Phone: 614-645-7433 ▪ Fax: 614-645-7912 ▪ [www.columbus.gov](http://www.columbus.gov)

## INSPECTIONS REQUIRED - Commercial

In accordance with Ohio Building Code Section 108.2

**THIS DOCUMENT IS PART OF THE PLAN APPROVAL  
AND MUST BE ATTACHED TO THE APPROVED PLANS OR THE BUILDING PERMIT**

For all work within the City of Columbus where a permit is issued the customer is **responsible** to schedule the **required** inspections. If you are doing mechanical, electrical or plumbing work, you are required to have separate permits for each trade in addition to the building permit.

**The following is a list of required inspections needed to be performed for the work. It is the permit holder's responsibility to determine the number of inspections, the sequence and/or combination of inspections needed.**

### Structural

- Lot Line Markers (New construction only)
- Footing: After reinforcing and forms are placed. Concrete need not be on job site.  
Footing inspection maybe performed by an authorized inspection and testing agency (Third party inspection)
- Lowest floor level / Flood Resistant construction
- Concrete slab / under floor: After in slab reinforcing is placed, building services piping, conduit and or piping accessories, under slab or perimeter foundation insulation are installed. This is for slab-on grade only, not basement or garage unless thicken area.
- Rough Framing inspection: After all framing, roof deck, sheathing, fire blocking, bracing are in place. All rough mechanical, electric, plumbing must be approved **prior** to framing inspection.
- Insulation / Energy efficiency: Conformation of compliance with Chapter 13 shall include envelope insulation R and U value, fenestration U value.
- Rough Masonry Fireplace
- Fire resistive **rated wall assembly** or **shear walls**: After all drywall (gypsum board) is in place, but before any plastering, board joints, and fasteners are taped and finished. Each layer of drywall (gypsum board) is required to be inspected in walls rated two hours or more.
- Fire resistive **rated ceiling assembly**: After all drywall (gypsum board) is in place, but before any plastering, board joints, and fasteners are taped and finished. Each layer of drywall (gypsum board) is required to be inspected in ceilings rated two hours or more.
- Fire Resistant Penetrations and top of wall joint termination - Protection of joints and penetrations and top of wall termination in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
- Sprayed on fire proofing
- Mastic and intumescent fire-resistant coatings
- Exterior insulation and finish systems
- Special Inspections 1704: Special inspections are required on this project per OBC Section 1704. See attached list of inspections identified by the design professional – Inspections are performed by an approved inspection agency not by the City of Columbus.
- Special inspections required for alternative design, construction materials or systems per OBC 1704.13.
- Above ceiling inspection
- Masonry Fireplace Final
- Final Inspection** All final mechanical, electric and plumbing inspections must be approved first. Energy certificate posted at the electric panel. Certificate of Appropriateness (If applicable) Permit and approved drawings must be on site.

### Mechanical

- Underground HVAC / Hydronics/ Exhaust / Refrigeration / Fuel Gas Piping
- Rough Heating, Ventilating / Air Conditioning / Hydronics/ Exhaust System (furnace, ductwork, dampers, air-conditioner / condensing unit / hot water heating system, commercial kitchen hood)
- Rough Building Services Piping (Fuel Gas / LP Gas piping, condensate piping, chilled water piping, refrigerant piping for product and / or cooling, steam and hot water piping from boilers)
- Rough Product Refrigeration (Coolers / Freezers, ice machines)
- Rough Fireplace / Stove (prefabricated or factory built)
- Insulation / Energy efficiency: Conformation of compliance with Chapter 13 shall include, duct system R value and HVAC and water heating equipment efficiency.
- Special inspections required for alternative design, construction materials or systems per OBC 1704.13.
- Grease Duct Test for Commercial Kitchen Type I Hood System
- Commercial Kitchen Type I Hood System – Test for interlock of exhaust fan when cooking operations occur
- Performance Test for Commercial Kitchen Type I Hood System (capture and containment test)
- Function Test of Mechanical Devices (fire dampers, motorized dampers, ventilation and exhaust fans)
- Witness Test - Stand alone return air duct detector
- Pressure Test of Building Services Piping (Fuel Gas / LP Gas piping, condensate piping, chilled water piping, refrigerant piping for product and / or cooling, steam and hot water piping from boilers)
- Final Building Services Piping Fuel Gas / LP Gas piping, condensate piping, chilled water piping, refrigerant piping for product and / or cooling, steam and hot water piping from boilers)
- Final Product Refrigeration (Coolers / Freezers, Ice Machines)
- Final Fireplace / Stove
- Final HVAC / Hydronics / Exhaust

**Electrical**

- Electric Underground, including site lighting / Concrete Encased Electrode and / or Slab
- Rough Electric / Service
- Concrete encased conduit (each slab)
- Swimming Pool Rough, Bonding, and Final (Including Spas, wading pools, therapeutic pools and fountains)
- Electric Floor Heating System and / or Snow Melt Equipment
- Special inspections required for alternative design, construction materials or systems per OBC 1704.13.
- Above ceiling inspection
- Fire Pump Rough
- Emergency Generator Rough
- Emergency Generator Witness Test
- Electric Final

**Plumbing**

- Sewer connection
- Underground plumbing (sanitary and storm sewer piping)
- Underground Medical Gas
- Above ceiling inspection
- Special inspections required for alternative design, construction materials or systems per OBC 1704.13.
- Plumbing rough Top out (i.e. basement rough-in for future bathroom group - fixtures not set) Drain waste and vent system complete
- Plumbing bathroom Top out (Drain waste and vent system complete all plumbing fixtures set.)
- Medical Gas Rough / Top Out
- Medical Gas Final
- Plumbing Final

**Fire Alarm**

- Rough Fire Alarm – Electrical conduit and boxes (Includes return air duct detector(s) tied into the F.A. Panel)
- Fire Alarm – Mechanical Systems Witness Test (smoke duct detector, smoke damper, refrigerant, gas detection system). – requires combined inspection with Fire
- Rough Smoke Control System. Requires special inspections in accordance with OBC Section 1704.14 Inspections are performed by an approved inspection agency in addition to the City of Columbus.
- Smoke Control System Witness Test – Mechanical. Requires combined inspection with Fire. Requires special inspections in accordance with OBC Section 1704.14
- Stair Pressurization - Mechanical
- Fire Alarm – Building Systems Witness Test – requires combined inspection with Fire
- Final Fire Alarm

**Fire Suppression**

- Fire Suppression Hydrostatic
- Fire Suppression Rough – Structural Requires combined inspection with Fire
- Fire Suppression Final - Structural
- Fire Pump Witness Test - Electrical
- Rough Alternative Automatic Fire-Extinguishing System - Mechanical (wet-chemical, dry-chemical, carbon dioxide, foam, clean-agent systems) i.e. Type I Kitchen Hoods, paint booths
- Alternative Automatic Fire-Extinguishing System Witness Test – Mechanical. Requires combined inspection with Fire
- Final Alternative Automatic Fire-Extinguishing System - Mechanical

*Noted above is a listing of type of inspection required on your construction project. The number of inspections required for each type depends on the scope and size of your project. You are responsible to make sure that all inspections are paid for in advance of calling for the inspection. No inspection will be performed until payment is received. **Note: Every effort has been made to notate all required inspections for project. Per OBC Section 104.4 any omission shall not negate inspections for conformity to applicable code provisions.***

Next business day inspection requests must be received on the appropriate 24-hour phone line, faxed or e-mailed **NO LATER THAN 4:00 P.M.** the business day before the inspection is desired. Please provide the following information: The appropriate permit number, job site address, and type of inspection needed, any **special instructions, name and phone number to contact.**

Combined inspections with the Fire Department require additional lead time for scheduling. Refer to Construction Industry Communication CIC-#03 for additional information. <http://development.columbus.gov/contractorsanddevelopers/BuildingCodes/index.asp>

**24-Hour Phone Lines**

Electrical Inspection 614-645-8265  
 HVAC/REF Inspection 614-645-8138  
 Plumbing Inspection 614-645-8355  
 Structural/Building Inspections 614-645-8235

**Fax the Request:**

614-645-8358

**Email the Request:**

[inspectionrequest@columbus.gov](mailto:inspectionrequest@columbus.gov)

**To Cancel an Inspection:**

Call: 614-645-7847 Fax: 614-645-8358

**To verify the inspection has been scheduled or to obtain the results of your Inspection log onto the City's web site below:**

<https://citizenaccess.columbus.gov/citizenaccess>

Inspections will be disapproved and will require a re-inspection and additional inspection fees for the following reasons:

- Work is covered before an inspection.
- If the work is not completed or not installed as per approved plans.
- If the approved plans and/or permit are not on the job site.
- If plumbing, mechanical and/or electrical are not approved prior to the structural inspection (where applicable).

**Failure to call for a final inspection on any portion of this project will result in an expired permit and additional fees due.**