

# Shelby County Plumbing Permit Application

Sidney-Shelby County Health Department  
 202 West Poplar St., Sidney OH 45365  
 Phone: (937) 498-7249 Fax (937) 498-7013

Permit No. \_\_\_\_\_  
 Date Issued \_\_\_\_\_  
 Plans Approved \_\_\_\_\_

**Call for inspection day before:** 937-573-3534 or 937-573-3535  
 Miami County Health District 510 W Water St Troy OH 45373

**PRINT**

JOB ADDRESS INFORMATION \_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_

Address \_\_\_\_\_ Township \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**OWNER'S INFORMATION**

Name \_\_\_\_\_

Address \_\_\_\_\_ Township \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

The undersigned hereby applies for a permit to do plumbing conforming to and for the inspection thereof as provided in Section 3703.99, inclusive of the Revised Code and the Ohio Administration Code 4101-51.

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Registration # \_\_\_\_\_ State Contractor Lic # \_\_\_\_\_

Ohio Dept. of Commerce Backflow Tester Certification Lic. # \_\_\_\_\_

Signature of Applicant \_\_\_\_\_  
 or Authorized Agent \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: State Contractor License number required for ALL Commercial Plumbing.**

- A reinspection fee of \$35.00 will be assessed whenever a reinspection is necessary.
- No portion of any building shall be occupied until final air tests and inspections have been made and approved.
- For Homeowners Only: Isometric drawing must be submitted with this application and approved before permit is issued.
- Permits left dormant for more than one year are subject to review and revocation.

**COMMENTS:**

**INSPECTIONS:**

STORM DRAIN \_\_\_\_\_ DATE \_\_\_\_\_ TEST \_\_\_\_\_  
 UNDERGROUND \_\_\_\_\_ DATE \_\_\_\_\_ TEST \_\_\_\_\_  
 ROUGH IN \_\_\_\_\_ DATE \_\_\_\_\_ TEST \_\_\_\_\_  
 FINAL \_\_\_\_\_ DATE \_\_\_\_\_ TEST \_\_\_\_\_  
 REINSPECTION DATE \_\_\_\_\_

**FLOOR**

<b>FIXTURES</b>	B	1	2	3
Water Closet				
Bath Tub				
Lavatories				
Shower				
Sink / Mop / Bar				
Garbage Disposal				
Dishwasher				
Laundry Tray				
Automatic Washer				
Floor Drain				
Ejector Pit				
Back Water Valve				
Air Admittance Valve				
Water Heater				
Water Softener				
Grease Trap /Interceptor				
Backflow				
Urinal				
Drinking Fountain				
Sump Pump				
Other				
<b>Replacement</b>				
Water Heater \$15				
Water Softeners \$15				
Must include phone				

<b>PLUMBING FEES</b>		
Basic Permit	\$35.00	
Fixtures	@ \$15.00	
Plan Review Residential	- \$25.00	
Plan Review Commercial	- \$ 0.01 per Sq. Ft. Minimum \$ 25.00	
Special Inspection Fee	\$35.00	
Final water & sewer connection	\$70.00	
<b>Backflow Recertification</b>	<b>\$15.00</b>	
<b>TOTAL DUE</b>		

Date Paid \_\_\_\_\_  
 Receipt No. \_\_\_\_\_  
 Received by \_\_\_\_\_  
 Reinspection fee paid \_\_\_\_\_

# Board of Health Sidney-Shelby County

202 W. POPLAR STREET  
SIDNEY, OHIO 45365  
PHONE (937) 498-7249  
FAX (937) 498-7013  
EMAIL: sschd@odh.ohio.gov

STEVEN J. TOSTRICK M.P.H., R.S.  
HEALTH COMMISSIONER

## PLUMBING FEES

\*\*Effective: January 1, 2011

### Annual Registration of Plumbing Contractor

1-5 Plumbers	\$175.00
More than 5 Plumbers	\$250.00
Bond in the sum of \$10,000.00 (need original copy)	

### Plumbing Inspection Fees

Plumbing Basic Permit Fee	\$ 35.00
Reinspection Fee	\$ 35.00
Special Inspection Fee	\$ 35.00

### Plumbing Permit Fees

Plumbing Per Fixture	\$ 15.00
Plan Review Fees	
Residential	\$ 25.00
Commercial	\$ 0.01 per Sq. Ft./\$25.00 Min.
Backflow Preventer Recertification	\$ 15.00
Water Heater Replacement Permit	\$ 15.00
Water Softener Replacement Permit	\$ 15.00

# Board of Health Sidney-Shelby County

202 W. POPLAR STREET  
SIDNEY, OHIO 45365  
PHONE (937) 498-7249  
FAX (937) 498-7013  
EMAIL: [sschd@odh.ohio.gov](mailto:sschd@odh.ohio.gov)

STEVEN J. TOSTRICK M.P.H., R.S.  
HEALTH COMMISSIONER

When homeowners take out plumbing permits, they have accepted the responsibility for their own work, and that work must comply with Ohio Plumbing Code. This includes accepted engineering practice and workmanship. All pipe fittings and fixtures must comply with Ohio Plumbing Code Section Number 4101:2-51-05. Drawing must be presented with or at time permit is purchased. This drawing must be checked and approved by the Plumbing Inspector. **Plumbing must be inspected before being covered.** Pipes extending through walls must be supported by compatible material. Showerheads and tub spouts must be secure. Tub and shower valves must be of the pressure balance or temperature control type. All hose bibs must be protected with vacuum breakers. Boiler drains on pressure tanks and water heaters must have Nidel Type Vacuum Breakers.

Quick closing valves must have shock absorbers close to end of water distributions branch.

Inspection tests and testing equipment must be furnished by permit holder and applied to system 15 minutes before arrival of Plumbing Inspector.

Explanation of plumbing tests and testing procedure follows.

## **INSTRUCTIONS FOR HOMEOWNERS WHO PURCHASE PLUMBING PERMITS**

The following plumbing inspections are required by Ohio Plumbing Code 4101-2-51-72 thru 75:

1. 1st rough inspection - this is for any plumbing that is to be installed underground. This plumbing must be plugged and either filled with water with a 10' riser to produce approximately 5 pounds of pressure in system or pressurized with 5 P.S.I. of air. If there is no leak, call for plumbing inspection.
2. 2nd rough inspection - this inspection is on all pipes in the system and must be taken before anything is covered with drywall or insulation. All openings must be closed and again either fill with water or air the same as 1st rough inspection.
3. Final inspection - after all plumbing fixtures and appliances are set and connected, all traps must be filled with water and all vents must be plugged. Main building drain must be plugged, water heater must be at operating temperature. Tub and shower valves must be set not over 120° F.

Call for final inspection Monday through Friday from 7:30 to 9:00 a.m.

Sincerely,

Barry McMillen  
Plumbing Inspector

# Board of Health Sidney-Shelby County

202 W. POPLAR STREET  
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HEALTH COMMISSIONER

## OWNER PERFORMANCE

The Sidney-Shelby County Health Department Plumbing Regulations shall not prohibit the owner of a residential structure from personally installing plumbing in his or her owned and personally occupied single residence. The following stipulations are required in Shelby County when a homeowner is performing his/her own plumbing work:

1. If anyone is hired to assist or finish the plumbing, they must be a registered plumbing contractor with the Shelby County Health Department; and
2. An isometric drawing of the plumbing is to be submitted and approved by this department before a plumbing permit is used and work started.
3. The owner installing his or her own plumbing must personally occupy the single residence for at least one year.

I, \_\_\_\_\_, agree to these stipulations and will call the Shelby County Health Department for the required inspections and tests.

Homeowner: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Date Commission Expires

**TO: ALL BUILDING DEPARTMENTS AND HEALTH DISTRICTS**

**FROM: FRANK ALEXANDER, ADMINISTRATIVE CHAIRMAN**

**DATE: JANUARY 22, 2007**

**SUBJECT: CONTRACTOR LICENSING LAW**

As you may be aware, new legislation recently passed regarding contractor licensing in the State of Ohio. H.B. 487 passed and will be effective March 30, 2007.

\* There is only one change to the law that affects building departments and health districts. R.C. 4740.12(A) now states that any building department or health district that has a registration in place shall require proof of a State Contractor's License issued by OCILB (Electrical, HVAC, Refrigeration, Plumbing and Hydronics). H.B. 487 now requires you to check for proof of the State License if you have a registration for contractors.

Also, as you know, OCILB only licenses commercial contractors in the five specialty trades. However, you may require the State License for residential work. Approximately half of the building departments throughout the state have chosen to do this. Many departments say they now have more qualified people in their area performing residential work because of the license requirement. They say inspections are passing more frequently and the workmanship is of higher quality. Those building departments who require the State License for their residential contractors say they are also assured that the contractors hold the proper credentials and are required to take continuing education. While we cannot require the State License for your residential contractors, we certainly encourage you to do so.

In addition to more quality work in your area, there is another thing to consider; Residential contractors who hold the State License must abide by all of the requirements set forth in R.C. Chapter 4740. and O.A.C. Chapter 4101. i.e., display of license on all advertisements, liability insurance, continuing education, etc. If you revoke the registration of a residential contractor who holds the State License, and you notify OCILB, we can take the proper steps to revoke their State License. This procedure was recently done on a residential contractor in Champaign County. He held four of the State Licenses and steps were taken by OCILB to revoke them. Prior to the State holding a hearing, the contractor surrendered all of his State Licenses.

I hope this information addresses any questions you may have about contractor licensing in the State of Ohio. Should you have further questions, please feel free to contact Carol Ross, Board Secretary at 614-644-3495.

\* Building Dept will check for State License only for commercial projects; not residential projects.

**SIDNEY-SHELBY COUNTY  
HEALTH DEPARTMENT**

**APPLICATION FOR 2012 PLUMBING CONTRACTOR REGISTRATION**

NAME OF BUSINESS \_\_\_\_\_ NAME OF OWNER \_\_\_\_\_

\* STATE CONTRACTOR LICENSE # \_\_\_\_\_ \*\*OHIO DEPT. OF COMMERCE BACKFLOW TESTER CERT. # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OFFICE PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ FAX and/or EMAIL \_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**\*STATE CONTRACTOR LICENSE # REQUIRED FOR ALL COMMERCIAL PERMITS**

**\*\*OHIO DEPT. OF COMMERCE BACKFLOW TESTER CERTIFICATION REQUIRED**

**REGISTRATION FEE:**

1 – 5 Plumbers = \$175.00

More than 5 Plumbers = \$250.00

**TOTAL AMOUNT PAID \$ \_\_\_\_\_**

**\*\*\*This application must be accompanied by an original bond in the amount of \$10,000.00. (No photocopies or faxes will be accepted.) No new permits or inspections will be provided until you are registered.**



Return application to: Sidney-Shelby County Health Department  
202 W. Poplar St., Sidney, OH 45365

\*\*\*\*\* OFFICE USE ONLY \*\*\*\*\*

TOTAL PAID: \_\_\_\_\_ REGISTRATION #: \_\_\_\_\_

DATE PAID: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DISAPPROVED \_\_\_\_\_

RECEIPT #: \_\_\_\_\_ PLUMBING INSPECTOR \_\_\_\_\_ DATE \_\_\_\_\_

Chris Cook  
Health Commissioner

James S. Burkhardt, DO  
Medical Director

510 West Water Street, Suite 130, Troy, Ohio 45373-2985



## PLUMBING REQUIREMENTS

Inspections: Need permit number to schedule inspections  
DAY BEFORE Call 937-573-3534 before 4:00 pm to schedule  
DAY OF INSPECTION Call 937-573-3534 between 8 am-9 am  
for time of inspection. If you do not confirm inspection time - NO INSPECTION

To install plumbing as homeowner:

- Must meet with plumbing inspector 8 am-9 am
- Bring ISOMETRIC drawing / plans (may be done by owner)
- Must live at the house for 1 year after final inspection

Commercial plumbing:

- Submit plans (isometric drawing) - Health Department has 30 days to review and approve.
- Must meet with plumbing inspector 8 am-9 am
- Plumbing installer must be Ohio State Licensed
- Plumbing installer must be registered in Miami County when work is done in Miami County or Shelby County when work is done in Shelby County