



## BUILDING PERMIT / ZONING CERTIFICATE

City of Wyoming  
800 Oak Avenue  
Wyoming, OH 45215  
513.821.7600  
[www.wyomingohio.gov](http://www.wyomingohio.gov)

Permit No: \_\_\_\_\_

**\*\* APPROVED PLANS ARE REQUIRED TO BE ON SITE FOR EVERY INSPECTION \*\* FOR INSPECTIONS PLEASE REFER TO PAGE 2**

Job Site Address:  
Primary Contractor:

Additional Phone:  
Email:

Primary Contact:

Property Owner:

Plans Prepared By:

Additional Phone:  
Email:

Code under which plans were approved: 2013 Residential Code of Ohio Wyoming Zoning Code  
Other: \_\_\_\_\_

Description of proposed work:

Project Valuation: \$ \_\_\_\_\_

Permit Fee: \$ \_\_\_\_\_

Conditions of Permit Approval:

### ALL WORK SHALL BE IN COMPLIANCE WITH APPLICABLE BUILDING & ZONING REGULATIONS AND AS APPROVED BY THE CITY OF WYOMING BUILDING & ZONING DEPARTMENT

The approval of plans or drawings and specifications or data in accordance with this rule is invalid if construction, erection, alteration, or other work upon the building has not commenced within twelve months of the approval of the plans or drawings and specifications. One extension shall be granted for an additional twelve-month period if requested by the owner at least ten days in advance of the expiration of the approval and upon payment of a fee not to exceed one hundred dollars. If in the course of construction, work is delayed or suspended for more than six months, the approval of plans or drawings and specifications or data is invalid. Two extensions shall be granted for six months each if requested by the owner at least ten days in advance of the expiration of the approval and upon payment of a fee for each extension of not more than one hundred dollars.

Approving Official: \_\_\_\_\_ Date Issued: \_\_\_\_\_

## **INSPECTION INFORMATION FOR HOLDERS OF RESIDENTIAL BUILDING PERMITS & ZONING CERTIFICATES**

Certain inspections are required to be conducted during the construction process to ensure compliance with the applicable provisions of the Building and Zoning Codes and/or the approved plans. The following is a list of the specific inspections required for your project:

**PROJECT TYPE:**  
**REQUIRED INSPECTION(S):**

### **INSPECTION REQUEST NUMBER: (513) 842-1398**

You may request an inspection by calling (513) 842-1398 and providing the information listed below. Your request must be scheduled a minimum of 24 hours prior to the desired time of the inspection, excluding weekends and legal holidays. Inspection requests left after hours may not be performed until the second business day after the message was left depending on inspector availability.

**When scheduling an inspection, please leave the following information in your message:**

- Your Name
- Your Company Name (if applicable)
- The phone number where you can be reached during regular business hours.
- What type of inspection you are requesting (identified below)
- Address of the job: \_\_\_\_\_
- Your permit number: \_\_\_\_\_
- The desired date of the requested inspection\*
- Location of any blueprints and/or drawings on the property (if applicable)
- Any special instructions

\*Inspections are generally performed in the afternoon. The inspector will call you to confirm the inspection before it is performed.

#### **OTHER PERMITS, INSPECTIONS and REQUIREMENTS**

If applicable, a copy of the approved plans must be kept on the job site at all times and available for the Inspector. This permit must be placed in a door or a window so as to be clearly visible from the street.

Plumbing and electrical permits are also required if the project involves these trades. Please contact the following agencies to obtain applications, schedule inspections, or if you have any questions as to the necessity of these permits.

For plumbing permits please contact the Hamilton County General Health District, 250 William Howard Taft, Cincinnati, OH 45219, phone number (513) 946-7800, fax number, (513) 946-7890.

For electric permits, please contact the Inspection Bureau Incorporated, 250 E. Court Street, Suite 125, Cincinnati, OH 45202, Phone number (513) 381-6080, Fax number (513) 381-6123. \*A Bonding Inspection is required by IBI prior to placing the concrete in any footing of a new residential building, addition, swimming pool or other structure if the structure is electrified.