

# LIMA / ALLEN COUNTY BUILDING DEPARTMENT



## **DEVELOPMENT PERMITTING AND INSPECTION GUIDE FOR COMMERCIAL & RESIDENTIAL CONSTRUCTION**

## ***The Lima / Allen County Building Department***

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It is our mission to ensure fair, safe and equitable code enforcement for the structures in the unincorporated areas and contract jurisdictions within Allen County while providing quality customer service.

As a State of Ohio Certified Building Department, the Lima/ Allen County Building Department is responsible for issuing Building Permits within the unincorporated townships of Allen County and five contract jurisdictions, including Beaverdam, Elida, Shawnee, Harrod and Lafayette. For the building permit process, the department coordinates the approvals required for the issuance of the building permit and the inspections that are required by the various agencies before the Certificate of Occupancy or a Certificate of Completion can be issued.

In addition, the department is responsible for enforcing the Residential Code of Ohio and the City of Lima Zoning Code within the city of Lima

### **Office Hours**

Monday - Friday 8:00 a.m. to 4:30 p.m.

Inspectors are generally in the office between 7:30 a.m. to 8:30 a.m.

### **Requesting Inspections & Scheduling Meetings**

Department staff is available in person, by phone and by email for conferences on code issues. Meetings can easily be arranged with the various agencies involved in the permit process if requested. Contact us with a question or concern.

# **Lima / Allen County Building Department**

## **Commercial Permitting & Inspection Guidelines**

**William L. Brown  
Chief Building Official**



**Commercial Permits**

## What Requires a Building Permit?

- **Scope.** *The provisions of the "Ohio Building Code," the "Ohio Mechanical Code," and the "Ohio Plumbing Code" shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. As provided in division (B) of Section 3791.04 of the Revised Code, no plans or specifications shall be approved or inspection approval given unless the building represented by those plans or specifications would, if constructed, repaired, erected, or equipped according to those plans or specifications, comply with Chapters 3781 and 3791 of the Revised Code and any rules adopted by the board.*
- The Ohio Building Code does not apply to detached one-, two-, and three - family dwellings and structures accessory to those dwellings.
- Approval shall not be required for the following:
  - One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed one hundred twenty square feet (11.15 m<sup>2</sup>) and playground structures.
  - Fences not over six feet (1829 mm) high.
  - Sidewalks and driveways not more than thirty inches (762 mm) above grade and not over any basement or story below and which are not part of an accessible route.
  - Minor electrical repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
  - Electrical wiring, devices, appliances, apparatus or equipment operating at less than twenty-five volts and not capable of supplying more than fifty watts of energy, unless specifically addressed in this code.

In order to obtain a Building, Heating, Electrical, Fire Alarm, or Sprinkler Permit from our office, the applicant will need to do the following:

- A. For all permits: Fill out the appropriate application and pay the calculated fee.
- B. For Building Permits for new construction, additions and/or alterations:
  - 1. Three sets of drawings, or four sets if fire suppression or fire alarms are included and two sets of specifications (if any), permit application and fee shall be submitted to the Department. When approved, all sets of drawings will be stamped and signed and the permit will be issued by the Department. One set of drawings will be retained by the Department and one set shall be maintained at the construction site by the permit applicant. Only complete plans, in accordance with the OHIO BUILDING CODE requirements, will be reviewed. It shall be the responsibility of the permit applicant to check the plan review status following submission of the drawings for approval.
    - a. All new structures, additions and renovations shall be designed in accordance with the requirements of the OHIO BUILDING CODE.
    - b. All documents submitted for commercial projects shall show proof of responsibility by a licensed professional. Drawings shall bear the stamp or seal of an Architect or Engineer licensed to practice in the State of Ohio.
    - c. All structural drawings shall show design loads and any calculations required to demonstrate the structural integrity of the design, as well as conformance to requirements of the OBC.
    - d. In addition to the above, drawings shall be to scale and shall show as much detail as necessary in order to substantiate conformance to the OBC.
  - 2. No work is to commence at the job site until the building permits have been obtained.
  - 3. Revisions to approved plans shall be by submission of revised drawings for approval as outlined in item 1 above.
  - 4. Plans will be reviewed in the order in which they are received and no plans will be "walked through" at the time of the application.
  - 5. Prior to the issuance of the Building Permit:

- a. A copy of the Zoning Permit shall be submitted for our file.
  - b. For Heating, Plumbing, Electrical, Fire Alarm & Sprinkler Permits: Drawings should normally have been included with the building plans. If not, three copies (four if suppression or fire alarms are included) of the drawings are required to be submitted along with the application, additional plan review fees, and sealed by an engineer or an architect. These permits are issued subsequent to plan review and approval.
  - c. Property owner, architect, engineer or contractor may apply for the above permits, which can be obtained by mail by including a stamped, self-addressed envelope with the application and fee. However, no drawings will be returned via mail from our office due to the volume and size of the plans we receive. Permits issued for electrical, plumbing, heating, or refrigeration requires a State of Ohio contractor's license number.
- Work started without having applied for required permit/s will be subject to double the original fee and fines. Electrical work started without required permit/s will be subject to triple fee and fines.

### **Lima/ Allen County Building Application for Construction Permits**

#### **READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING THE APPLICATION**

Submit three sets of plans (four if suppression or fire alarms are included) and specifications with this application for review by the building department. Plans submitted for review shall be on standard size paper, shall be sufficiently clear, comprehensive, detailed, and legible, and shall include:

- A plot plan showing street location: the location of the proposed building and all existing buildings on the site; including setback and side-yard dimensions; distances between all buildings; and location and sizes of all utility lines.
- Floor plans, including plans of full or partial basements or cellars and full or partial attics or penthouses. Floor plans must show all relevant information such as door swings, stairs and ramps, windows, shafts, etc.; and must be sufficiently dimensioned to describe all relevant space sizes.
- All elevations necessary to completely describe the exterior of the building including floor to floor dimensions.
- Cross sections, wall sections and detail sections, to scale, as may be required to describe the general building construction including wall, ceiling floor and roof

materials and construction: and details which may be necessary to describe typical connections, etc.

- Complete description of the mechanical and electrical systems, including plumbing schematics and principal plumbing, heating, ventilation and air-conditioning duct and piping layouts and lighting and power equipment layouts;
- Additional graphics or text information as may be reasonably required by the building official to allow him to review special or extraordinary construction methods or equipment
- When the owner of any existing or proposed building or structure (dwelling or garage) contemplates construction of a driveway at the same time he or she plans to construct or make alterations to a building or structure, such owner shall have the driveway layout approved by the City Engineer before receiving the building permit.
- Please submit engineering plans to the to the Allen County Engineer for projects outside Lima and to Building & Zoning Dept. [Codified Ordinances of Lima Section 1024.04 (e)]
- Plumbing permits must be obtained from the Allen County Dept. of Health, 219 E Market St, Lima, OH 45801. Phone (419)228-4457.

## Department Policy for "Walk-In" Plan Review

- Walk-in plans review performed weekly
  - Walk in review of plans submitted before 2:00 PM on Monday will be performed on following Thursday
  - Walk in review of plans submitted before 2:00 PM on Thursday will be reviewed on the following Tuesday
  - All plan review fees, including an added accelerated flat rate fee of \$175, and permit fees must be paid at time of submittal
  - The building contractor registration is complete and valid.
  - A copy of a zoning permit from the township has been received by the building department. In the event no zoning permit is required by the township, a letter or email must be received from the township
  
- Walk-In plan review project qualifications:
  - The walk-in plan review project is generally for a project (excluding use groups "H" and "I") with limited scopes of work and sufficient information that can be adequately reviewed and approved in less than two hours. Three complete sets of construction documents must be submitted and payment must be made in addition to the certificate of plan approval application form.
  
  - A partial plan approval MAY be issued if adequate documents are submitted and approved at the discretion of the plan examiner for a partial plan approval. However, future submission of revised drawings and/or additional drawings WILL NOT be treated as a walk-in plan review project.



- Walk-in plan review by appointment only:
  - All walk-in plan review projects will be conducted by appointment only for the following reasons:
    - Guaranteed time for plan review; no more waiting in the lobby for an available examiner,
    - Better control of walk-in traffic and staff availability,
    - Better efficiency in plan review and approval.
- A walk-in appointment must be made no less than two business days before the requested plan review date. To schedule for a walk-in appointment, please contact the building department at (419) 998 - 5541. The assigned plan examiner will contact the submitter or designer one business day prior to the scheduled appointment to discuss about the project in general as well as other information and/or documents may be required for the project.
  - It will be necessary for a registered architect or engineer who are directly involved in the preparation of the construction documents and are authorized to make changes in the documents to walk the project through the plan review process. However, it is not mandatory for the design professional that sealed the drawings to be the one walking through the plan review process.
- Walk-in information check list:
  - Attached checklist for walk-in plan review information and documents must be filled out completely and submitted with plans and application.
  - Walk – thru appointments will not be scheduled without the completed checklist.

WALK-IN PLAN REVIEW PROJECTS

REQUIRED INFORMATION CHECKLIST

The following information must be verified and/or provided in construction documents prior to making application for plan approval. Applications lacking this information will not be accepted. Please note that providing this information does not guarantee that plan approval will be issued. Refer to OBC Section 106.1.1 for additional construction document requirements.

**SECTION 1- JURISDICTION**

A. Address of Project \_\_\_\_\_

B. City, township or Village of project \_\_\_\_\_

**SECTION 2- EVIDENCE OF RESPONSIBILITY**

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

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

A. Is the applicant the registered design professional who sealed the documents?

\_\_\_\_\_ Yes \_\_\_\_\_ No (Go to " B ")

B. If no, it is required that a registered engineer or architect who has direct involvement in the preparation of the documents, and be capable of answering technical questions or making revisions to the plans if necessary.

\_\_\_\_\_ Yes \_\_\_\_\_ No (**Stop here, walk-in appointment cannot be made**)

C. Are all documents sealed by design professional?

\_\_\_\_\_ Yes \_\_\_\_\_ No (**Stop here, walk-in appointment cannot be made**)

### SECTION 3- BUILDING INFORMATION

- A. Use classification of building \_\_\_\_\_ (No "H" or "I" uses accepted)
- B. Type of construction \_\_\_\_\_
- C. Occupant load of building \_\_\_\_\_
- D. Total number of floors \_\_\_\_\_
- E. Total building area \_\_\_\_\_
- F. Total building height (feet) \_\_\_\_\_

### SECTION 4- SHOP DRAWINGS/PRE-ENGINEERED SYSTEMS

**If applicable to the project, the following must be provided with this submittal:**

- A. \_\_\_\_ Sprinkler plans and calculations
- B. \_\_\_\_ Fire alarm plans / device specifications
- C. \_\_\_\_ Kitchen hood / fire suppression / alarm tie-in
- D. \_\_\_\_ Bleachers including handrail details
- E. \_\_\_\_ Sealed roof / floor truss diagrams
- F. \_\_\_\_ Pre-engineered metal building plans
- G. \_\_\_\_ State approved Industrial Unit drawings

<b>SECTION 5- COMMONLY OVERLOOKED INFORMATION</b>
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- A. \_\_\_\_ Copy of Zoning Certificate from township or village
- B. \_\_\_\_ Table of structural design criteria (O.B.C.. 1603)
- C. \_\_\_\_ Energy code analysis
- D. \_\_\_\_ Electrical riser diagram
- E. \_\_\_\_ Soil report (Bearing capacity greater than 3,000 psf or engineered fill
- F. \_\_\_\_ MSDS information for “F” or “S” occupancies
- G. \_\_\_\_ Site plan including ADA compliance and site utilities
- H. \_\_\_\_ Department of Health approval for swimming pools
- I. \_\_\_\_ If your project includes boilers, refrigeration over 5 tons, LP Gas or water systems over 150 psi, plans detailing Pressure Piping systems will be required
- J. \_\_\_\_ **Statement of special inspections per section 1704 O. B. C.**

If you have any questions regarding the walk-in checklist and general policy, please contact our office at (419) 221 – 5243 or send email to: [bldgzong@cityhall.lima.oh.us](mailto:bldgzong@cityhall.lima.oh.us)

William L. Brown  
Chief Building Official

## INSPECTION GUIDE LIMA/ALLEN COUNTY BUILDING DEPARTMENT

Inspection must be requested made at least one (1) day in advance. When scheduling an inspection, be prepared to give the address, city, permit number and type of inspection(s) needed. To obtain a time for the inspection, call the morning of the inspection between 7:30 and 8:30 A.M., you will be given a time within a 1 hour range. The approved permit drawings must be on the job site for ALL inspections.

Note: There is no limit on the number of inspections allowed per project and no charges for inspections, unless multiple re-inspections are required for approval of a specific portion of the project.

### **IMPORTANT: PLEASE READ ALL PLAN REVIEW NOTES ON YOUR APPROVED PLANS BEFORE STARTING WORK.**

- **FOOTING INSPECTION**  
After all footing forms, grade stakes, required reinforcing steel and required grounding electrode connections are made prior to pouring concrete.
- **FOUNDATION INSPECTION**  
After forms are completed and required reinforcing steel is in place prior to pouring concrete.
- **SLAB INSPECTION**  
After vapor barrier, perimeter insulation, all under slab HV AC 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 INSPECTION**  
After all permanent gas piping is installed and test pressure has been obtained with an approved pressure gauge (Kuhlman, etc.)
- **ROUGH ELECTRIC INSPECTION**
  - a. Temporary pole: 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.
  - b. Trench: After all underground raceways, direct burial conductors, and warning ribbons are installed to proper depths and before covering.
  - c. Service: 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.
  - d. Building wiring: After raceways and/or cables are installed and properly secured, rough boxes are set, and grounding system conductors are secured and bonded.

- **ROUGH HVAC INSPECTION**  
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 FRAMING INSPECTION**  
After all rough electrical, plumbing, gas piping, and HVAC inspections have been approved. After framing is complete but prior to installing insulation.
- **INSULATION INSPECTION**  
After all required insulation and fire blocking; fire stopping is completed and all outstanding items from previous inspections have been addressed.
- **FINAL ELECTRICAL INSPECTION**  
After all electrical devices and luminaries are installed and operational.
- **FINAL HVAC INSPECTION**
  - a. After final electric inspection has been approved.
  - b. After all equipment is operational.
- May be inspected with the final building inspection, but you must request the HVAC inspection to be performed at same time.
- **FINAL BUILDING INSPECTION**  
After electrical, HVAC, and plumbing inspections have been approved. HVAC and Building final inspections can be performed at the same time upon request.
- **CERTIFICATE OF OCCUPANCY**  
A Certificate of Occupancy or a Temporary Certificate of Occupancy must be issued before the structure or tenant space may be occupied.

### **Special Inspections Required by the Ohio Building Code**

- Building owners or the registered design professional in charge, acting as an agent for the owner, shall employ an approved testing agency to test and provide reports to the building department, pursuant to provisions of Chapter 17 of the Ohio Building Code.
- The testing agency shall be independent from the contractor and shall disclose possible conflicts of interest so that objectivity can be observed.
- The permit applicant shall submit a statement of special inspections prepared by the registered design professional as a condition for issuance of a plan approval.
- Tests and inspections performed by special inspection shall be in addition to required inspections performed by Lima / Allen County Building Department inspectors.

- Required tests, inspections and certification reports shall include:
  - Soils
    - Existing site conditions fill placement and load-bearing requirements.
    - During fill placement, the special inspector shall verify proper materials and procedures.
  - Concrete
    - Inspection of reinforcing steel, including size and placement.
    - Verifying use of required design mix.
    - Inspection of formwork for shape, location and dimensions.
    - At the time fresh concrete is sampled to fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of the concrete.
    - Inspection of concrete placement for proper application techniques.
    - Inspection for maintenance of specified curing temperature and techniques.
  - Steel
    - Material verification of high strength bolts, nuts and washers.
    - Inspection of high strength bolting
    - Inspection of field welded connections
    - Shear reinforcement
    - Details such as bracing and stiffening
    - Member locations
    - Application of joint details at each connection
  - Sprayed fire-resistant materials
    - Required for sprayed materials applied to floor, roof and wall assemblies and structural members.
    - Material and thickness verification in compliance with approved plan documents.
- Written Final Summary report
  - Any material, appliance, equipment, system or method of construction meeting the requirements of this section and Chapter 17 of the Ohio Building Code shall be approved in writing after satisfactory completion or required tests, inspections and submission of required test records.
  - A copy of the final summary report from the testing agency shall be submitted to the building official prior to the issuance of the Certificate of Occupancy





# **Lima / Allen County Building Department**

## **Residential Permitting & Inspection Guidelines**



**William L Brown  
Building Commissioner**

## Residential Permits

### What Requires a Building Permit?

(All of the following pertains to new, replacement or alteration).

- Dwellings including modular, pre-manufactured homes, etc., and all additions.
- Garages (attached & detached) and additions.
- Pole barns and additions.
- Car ports.
- Storage, utility buildings, gazebos, picnic shelters, etc. (over 200 sq. ft.).
- Patio covers & enclosures.
- Any new roof structure or structural roof repair.
- Any new roof covering replacement, except normal repair or shingle replacement of not more than 25% of roof surface.
- Installation of any new siding or exterior wall covering.
- Any building repair or remodel involving the structural elements (bearing walls, headers, beams, girders, ceiling and floor joists, etc.) or when interior drywall is removed and replaced.
- Decks and porches attached to a dwelling, serving an exit, more than 200 sq. ft. in area, or more than 30" above grade at any point.
- Foundations replaced under an existing building, including any replacement or reinforcement of basement walls.
- Stairs with 4 or more risers (interior or exterior).
- Fences over 6' in height.
- Permanently installed fuel burning heating stoves (wood, gas, pellets, corn, etc.)
- Fireplaces and chimneys.

**Exceptions:** No permit required for one-story detached accessory structures constructed for tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet.

### **What Requires an Electrical Permit?**

(All of the following pertains to new or replacement).

- Electric services.
- Temporary electric services
- Services that have been disconnected because of fire or other reasons, such as meter pulled by Power Company.
- Additional circuits or any replacement wiring.
- Extension of existing circuits
- Spas, hot tubs and saunas.
- Swimming pools (in ground & above ground permanently installed pools).
- Generators

### **What Requires a Heating and Air conditioning Permit?**

(All of the following pertains to new or replacement).

- Furnaces and boilers.
- Central air conditioning.
- Any alteration or modification to HVAC system involving installation, addition or alteration of ductwork

**Exception:** No permit is required for replacement of furnace or central air conditioning unit (same for same) unless new ducts are added or altered.

If your project is not on this list, and you are not sure if you need a permit, call or visit the Lima/Allen County Building Department office, at 50 Town Square, Lima, Ohio. Open Monday – Friday 8:00 a.m. – 4:30 p.m. and available by Phone Monday – Friday 8:00 a.m. – 5:00 p.m Phone number: (419) 998-5541.

## RESIDENTIAL INSPECTION GUIDE LIMA/ALLEN COUNTY BUILDING DEPARTMENT

Inspection must be requested made at least one (1) day in advance. When scheduling an inspection, be prepared to give the address, city, permit number and type of inspection(s) needed. To obtain a time for the inspection, call the morning of the inspection between 7:30 and 8:30 A.M., you will be given a time within a 1 hour range. The approved permit drawings must be on the job site for ALL inspections.

**IMPORTANT:** PLEASE READ ALL PLAN REVIEW NOTES ON YOUR APPROVED PLANS BEFORE STARTING WORK.

### 1. FOOTING INSPECTION

- After all footing forms, grade stakes, required reinforcing steel and required grounding electrode connections are made prior to pouring concrete.

### 2. FOUNDATION INSPECTION

- 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.

### 3. BACKFILL INSPECTION

- After foundation walls are waterproofed and drain tiles are installed. A backfill inspection is not required for slab on grade or crawlspace construction.

### 4. CRAWLSPACE INSPECTION

- After piers, beams, and joists are installed prior to installing floor sheathing.

### 5. SLAB INSPECTION

- After vapor barrier, perimeter insulation, all under slab HV AC 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.

### 6. ROUGH GAS PIPING INSPECTION

- After all permanent gas piping is installed and test pressure has been obtained with an approved pressure gauge (Kuhlman, etc.)

### 7. ROUGH ELECTRIC INSPECTION

- Temporary pole: 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.
- Trench: After all underground raceways, direct burial conductors, and warning ribbons are installed to proper depths and before covering.
- Service: 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.

- Building wiring: After raceways and/or cables are installed and properly secured, rough boxes are set, and grounding system conductors are secured and bonded.

#### 8. ROUGH HVAC INSPECTION

- 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

#### 9. ROUGH FRAMING INSPECTION

- After all rough electrical, plumbing, gas piping, and HVAC inspections have been approved.
- After framing is complete but prior to installing insulation.

#### 10. INSULATION INSPECTION

- After all required insulation and fire blocking; fire stopping is completed and all outstanding items from previous inspections have been addressed.

#### 11. FIREPLACE INSPECTION

- 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 inspection. 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.

#### 12. FINAL ELECTRICAL INSPECTION

- After all electrical devices and luminaries are installed and operational.

#### 13. FINAL HVAC INSPECTION

- After final electric inspection has been approved.
- After all equipment is operational.
- May be inspected with the final building inspection, but you must request the HVAC inspection to be performed at same time.

#### 14. FINAL BUILDING INSPECTION

- After electrical, HVAC, and plumbing inspections have been approved. HVAC and Building final inspections can be performed at the same time upon request.

#### 15. CERTIFICATE OF OCCUPANCY

- A Certificate of Occupancy or a Temporary Certificate of Occupancy must be issued before the structure, tenant space, or residential dwelling unit may be occupied.

## **Lima/ Allen County Building Application for Residential Permit**

### **READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING THE APPLICATION**

1. Submit 3 sets of plans and specifications with this application for review by the building department. Plans submitted for review shall be on standard size paper, shall be sufficiently clear, comprehensive, detailed, and legible, and shall include:
  - A plot plan showing street location: the location of the proposed building and all existing buildings on the site; including setback and side-yard dimensions; distances between all buildings; and location and sizes of all utility lines.
  - Floor plans, including plans of full or partial basements or cellars and full or partial attics or penthouses. Floor plans must show all relevant information such as door swings, stairs and ramps, windows, shafts, etc.; and must be sufficiently dimensioned to describe all relevant space sizes.
  - All elevations necessary to completely describe the exterior of the building including floor to floor dimensions.
  - Cross sections, wall sections and detail sections, to scale, as may be required to describe the general building construction including wall, ceiling floor and roof materials and construction: and details which may be necessary to describe typical connections, etc.
  - Complete description of the mechanical and electrical systems, including plumbing schematics and principal plumbing, heating, ventilation and air-conditioning duct and piping layouts and lighting and power equipment layouts;
  - Additional graphics or text information as may be reasonably required by the building official to allow him to review special or extraordinary construction methods or equipment
  - When the owner of any existing or proposed building or structure (dwelling or garage) contemplates construction of a driveway at the same time he or she plans to construct or make alterations to a building or structure, such owner shall have the driveway layout approved by the City Engineer before receiving the building permit.
  - Please submit engineering plans to the Building & Zoning Dept. [Codified Ordinances of Lima Section 1024.04 (e)]
2. Plumbing permits must be obtained from the Allen County Dept. of Health, 219 E Market St, Lima, OH 45801. Phone (419)228-4457.