

City of Kettering Building Permit Check List (Commercial - Ohio Building Code - OBC)

Electronic PDF Plan Submittal is Required - go online to www.ketteringoh.org/access-kettering

Permit Type	✓	Drawing Name	Drawing Requirements	Key OBC chapters and other codes	Sealed
Structural Permit*		Cover sheet w/ index	All related drawings including PME under single cover w/ index, vicinity map, OBC code data, project information	OBC Chapter 1	Architect/Engineer
<i>Review Includes:</i>		Life Safety Plan	Code analysis and plans: use groups, const. type, area limits, structural data, occupant loads, egress routes, fire ratings	OBC Chapters 1-35, Ohio Fire Code	Architect/ Engineer
<i>Life Safety Review</i>		Site plans	Property lines, easements, utilities, hydrants, parking, curbs, accessibility, building locations, finish floor elev., drainage	OBC Chapter 1, 32 & 33, Kettering Zoning Ordinance	Architect/ Engineer
<i>Structural Review</i>		Landscape plans	Property lines, building locations, plant locations, plant schedule with quantities & sizes, zoning requirements	Kettering Zoning Ordinance	Landscape Arch/ Arch/ Eng.
<i>Electrical Review</i>		Foundation plans	Plans and details, grades and elevations - soils report to be submitted as a separate document with recommendations	OBC Chapter 16	Architect/ Engineer
<i>Plumbing Review</i>		Floor plans	Fully dimensioned, room names, exits, existing vs. new, wall types, finishes, furnishings affecting occ load or egress	OBC Chapters 1-35	Architect/ Engineer
<i>Mechanical Review</i>		Schedules	Doors/frames/ratings, hardware, windows/safety glazing, finishes, penetrations, stored materials	OBC Chapters 7, 8, 24, Ohio Fire Code	Architect/ Engineer
<i>Fire Protection Review</i>		Ceiling plans	Mechanical/electrical elements, finish data, draftstopping, fireblocking	OBC Chapter 7-9, NEC, OMC	Architect/ Engineer
<i>Accessibility Review</i>		Framing plans	Structural loads, snow loads, seismic data, equipment locations, draftstopping, truss drawings	OBC Chapter 16	Architect/ Engineer
<i>Energy Code Review</i>		Sections	Foundations ,walls, roof construction information at all critical locations	OBC Chapter 16	Architect/ Engineer
<i>Zoning Review</i>		Elevations	Material indications, structural bearing targets, grade elevations and building heights	OBC Chapter 16	Architect/ Engineer
<i>Engineering Site Review</i>		Mechanical plans	Equipment locations/data, ductwork, gas piping w/ lengths, energy code report (separate permit required)	OMC, IECC, IFGC	Architect/ Engineer
<i>Engineering Traffic Review</i>		Electrical plans	Room names, equip. locations, service entrances/sizes, riser diagram, panel schedules (separate permit required)	National Electrical Code	Architect/ Engineer
<i>Certificate of Occupancy</i>		Plumbing plans	Riser diagrams for water/sanitary, equipment locations, service entrances (separate permit required)	OBC Chapter 29, OPC	Architect/ Engineer
		Fire Protection Plans	Scoping required for sprinklers, alarms, appliances, monitoring, suppression systems, hoods	OBC Chapter 9, Ohio Fire Code, NFPA 13, NFPA 72	Arch./Eng./Lic. Designer

Other submittals*:		Project Manual/Specs	If provided by the design professional, this must be submitted. Include hardware schedule.	OBC Chapter 1	Architect/ Engineer
		Geotechnical Report	Soils report with borings required for all new buildings and additions must include foundation recommendations.	OBC Chapter 16	Soils Engineer
		Special Inspections	Statement of Special Inspections may be required for soils, structural items, EIFS, fire rated coatings/pentrations etc.	OBC Chapter 17	Architect/ Engineer
		Energy Report	Report for building envelope, lighting, mechanical and plumbing systems. Com-Check accepted.	IECC	Architect/ Engineer
		Special Equipment	Mech. equip., kitchen equip., exercise equip., specially grounded equip. should be scheduled and cut sheets provided.	NEC, OPC, IFGC, County Health Dept. (see notes below)	Architect/ Engineer
		Rated	Schedule with wall material, penetration type, penetrating material, hole size, manufacturer data, UL listing	OBC Chapter 7	Architect/ Engineer

Mechanical only Permit*		Mechanical plans	Roof Plan, ceiling plans, equip. locations, equip. data/cut shts., ductwork, occ. loads, outside air calcs, dampers	OMC, IECC, Kettering Zoning Code	Architect/ Engineer
Electrical only Permit*		Electrical plans	Riser diagrams, wiring, panel schedules, fault current analysis, grounding, equipment locations, service entrances	NFPA 70 National Electrical Code	Architect/ Engineer
Plumbing/Gas only Permit*		Plumbing plans	Riser diagrams, water supply plans, sanitary plans, gas piping, equipment locations, service entrances	OBC Chapter 29, OPC	Architect/ Engineer
Hood only Permit*		Hood Plans	Equipment locations, equipment data, ductwork, makeup air calcs, dampers, fire suppression plans	Ohio Mechanical Code, NFPA 13	Architect/ Engineer
Fire Permit: Sprinklers*		Sprinkler plans	Riser diagrams, sprinkler plans, flow calculations, equipment data; plans required for all modifications	Kettering Fire Code, NFPA 13, OBC Chapter 9	Arch./Eng./Lic. Designer
Fire Permit: Alarm*		Alarm plans	Riser diagrams, floor plan, electrical data, equipment data, hardware data; plans required for all modifications	Kettering Fire Code, NFPA 72, OBC Chapter 9	Arch./Eng./Lic. Designer
Fire Permit: Fire line*		Fire line plan	Site plans, utilities, hydrant locations, pipe sizes, equipment data, connections	Kettering Fire Code, NFPA 13, OBC Chapter 9, OPC	Arch./Eng./Lic. Designer
Fire Permit: Access Control*		Access Control	Detailed plans, life safety plan, operations plan, equipment cut sheets, fire alarm connections etc.	OBC Chapter 10, Ohio Fire Code	Architect/ Engineer

Note: Restaruantns and Food Service must apply seprately for Food Service License Plan Approval to the Montgomery County Public Health Dept. It is recommended to do this simultaneously when applying for permtis with Kettering.

Note: Site Utility plans for electrical systems must be submitted to Dayton Power and Light, Gas systems to Vectren, Water/hydrant sytems and sanitary systems to Montgomery County Environmental Services

***Note:** All Drawings must be consolidated into a **single pdf file** including all disciplines. Sealed, **fully flattened, properly rotated** for online viewing, Must allow for pdf markups in plan review.

Fire protection systems must be adequately scoped and outlined in architectural sets but details may be submitted as separate pdf sets by the Fire Alarm or Sprinkler designer as a deferred permit submittal.

Sets must be sealed on the cover by the design professional in responsible charge of the project (OBC 106). Other seals by responsilbe design professionals on various sheets allowed.

****Note:** These drawings are required as part of the original Structural Permit submission. If included with structural permit drawing set, additional drawings need not be submitted when applying for sub-permit. Upload any additional info.

Projects with no architectural work, requiring drawings as a single subtrade may be submitted as a single set such as plumbing, mechanical or electrical permits.

Current Codes:

2011 Ohio Building Code (with updates) || 2011 Ohio Mechanical Code (with updates) || 2011 Ohio Plumbing Code (with updates) || 2014 National Electrical Code

2009 ICC A117.1 (accessibility) || 2009 IECC (energy) || 2009 IFGC (gas) || 2010 NFPA 13 (sprinklers) || 2010 NFPA 72 (alarms) || see OBC Chapter 35 for full list of reference standards

(Ohio building codes are derived from the 2009 ICC family of model codes - new codes based on the 2015 ICC codes expected in fall of 2017)

For most recent building code updates see www.com.ohio.gov/dico/bbs

For Kettering Zoning Code and maps see www.ketteringoh.org/codes-studies-reference-materials

To apply for permits or get more help with permits see www.ketteringoh.org/access-kettering