

Homeowner Plumbing Permit Application & Affidavit

When homeowners apply for and are issued plumbing permits by Hamilton County Public Health (HCPH), they have accepted responsibility for their work and the work must comply with the Ohio Plumbing Code and Hamilton County General Health District Plumbing Regulation 3-2025. Please review the list of homeowner responsibilities provided below and complete the attached Homeowner Plumbing Permit Affidavit. **The affidavit must be notarized and either hand delivered or mailed to HCPH.**

It is also recommended that homeowners become familiar with the Ohio Plumbing Code and Hamilton County General Health District Plumbing Regulation 3-2025.

- The Ohio Plumbing Code and Hamilton County General Health District Plumbing Regulation 3-2025 are both available online:
 - <https://codes.ohio.gov/ohio-administrative-code/4101:3>
 - <https://hamiltoncountyhealth.org/codes/>
- Copies of the Ohio Plumbing Code Book may also be available at local libraries, or for purchase from the Cincinnati Master Plumber's Association (513-742-2672 or <https://cmpa-phcc.com/>).

Homeowner Plumbing Permit Responsibilities

Issuing of a Homeowner Plumbing Permit

- Drawings must be presented with or at the time the permit is applied for and purchased.
- Drawings must be reviewed and approved by the HCPH Plumbing Division.
- A permit will be mailed once approved by HCPH.
- Do not begin plumbing work until the permit is received.
- Display the permit near the work site.

Prior to Scheduling a Plumbing Inspection

- All engineering, workmanship, pipes, fittings, and fixtures must comply with the Ohio Plumbing Code and Hamilton County General Health District Plumbing Regulation 3-2025.
- Pipes extending through walls must be supported by compatible materials.
- Shower heads and tub spouts must be secure.
- Shower and tub valves must be pressure balanced and temperature controlled.
- All hose bibbs must be protected with vacuum breakers.

Scheduling a Plumbing Inspection

- Plumbing must be inspected before being covered.
- For same day inspection, call (513) 946-7854 between 7:30-9:00 a.m. Monday - Friday.
- Inspection testing equipment must be supplied by permit holder.
- Tests should be applied to system at least 15 minutes prior to scheduled inspection.

Inspection Requirements

Ohio Plumbing Code Section 312.1-312.4 requires the following inspections:

1st Rough Inspection

Prior to covering any underground plumbing, seal openings of all new sanitary waste and vent piping. Fill plumbing pipe with a 10-foot head of water.

Exception: Fill piping with approximately 5 pounds of air pressure (5 P.S.I.) (when specifically allowed by the pipe manufacturer in accordance with the pressure limitations and conditions by the manufacturer). If no leaks, call for an inspection.

2nd Rough Inspection

Prior to covering pipes with dry wall or insulation, seal openings of all new sanitary waste and vent piping. Fill plumbing pipe with a 10-foot head of water.

Exception: Fill piping with approximately 5 pounds of air pressure (5 P.S.I.) (when specifically allowed by the pipe manufacturer in accordance with the pressure limitations and conditions by the manufacturer). If no leaks, call for an inspection.

Final Inspection

After all plumbing fixtures are set and connected, seal openings of all new sanitary waste and vent piping. Fill all traps with water. Apply final test equivalent to a least 1-inch water column. Call for an inspection.

Note: Water heaters must be set to operating temperature. Shower and tub/shower combination valves must limit the maximum temperature setting to 120 degrees Fahrenheit



**HAMILTON COUNTY
PUBLIC HEALTH**

PREVENT. PROMOTE. PROTECT.

HOMEOWNER PLUMBING PERMIT AFFIDAVIT

I, _____,
(First, Last Name)

affirm that I am the owner of record of the single-family residence located at

(Address - City, State, Zip)

1. I affirm I have owned the above referenced property since _____.
(Month / Year)
2. I affirm I will continue to reside in the above referenced property for at least one (1) year from the date of final inspection.
3. I affirm that I am performing the work detailed on the permit application submitted for the above referenced property in accordance with all requirements of the Ohio Plumbing Code and Hamilton County General Health District Plumbing Regulation 3-2025.

Failure to meet the requirements of the homeowner permit shall result in the permit being voided.

Signature of Homeowner

Date

Signature of Notary Public

My Commission Expires

Return notarized form in person or by mail to:

Hamilton County Public Health
ATTN: Plumbing Division
1701 Patricia McCollum Way, Dept. 93
Cincinnati, Ohio 45237