Request for Special Inspection

City of Elyria, Ohio
Building Department

Site to be inspected: ___________________________  Today’s Date: ____________
Person requesting inspection: ___________________________
Address of person requesting inspection: ___________________________

Phone No. ___________________________  Fax No. ___________________________

Purpose of Inspection?  e.g. (Child care, preschool, foster care, latch key, group home, carnival, circus, or other specified use) certificate of use and occupancy.

__________________________________________

Name of business going into site? ___________________________
Previous business type?  e.g. (store, hair salon, etc.): ___________________________

While the inspector(s) are at the site, they may discover violations of local, state, and federal codes and ordinances, which may be brought to your attention.

All utilities must be operational prior to inspections.  e.g. (Electric, Plumbing, Heating, Water and Gas).  Delays, additional repairs, and fees maybe incurred for non-compliance.

By signing below, I acknowledge that I understand the policies as contained herein.

Applicants Signature ___________________________

Fees (Section 109.13, Elyria Codified Ordinance)

1) Child care, Preschool, Foster care, Latch key, Group homes, Certificate of occupancy for existing occupancies, and similar uses.  $35.00 per building, electrical, heating and plumbing inspection and one reinspection each discipline.

2) Carnivals, circuses and similar uses.  $35.00 per discipline

3) Inspections requested by owner or agent of non 1, 2, 3 family dwellings.  $35.00 per discipline

4) Second and subsequent re-inspections of uses listed in (1) (2) and (3).  $35.00 per discipline

5) Inspections performed outside regular working hours.  $100.00 per hour, per discipline.
   (Regular hours are 8:00 a.m. – 4:30 p.m. M-F excluding holidays)

Building Department Use:

Date/Time of Appointment _____________  Subtotal ______  State fee 3%____  Total Cost. ________
Zoning District ________________  Inspector __________________________ invented