

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. <i>(Regular hours are 8:00 a.m. – 4:30 p.m. M-F excluding holidays)</i>	\$100.00 per hour, per discipline.

Building Department Use:

Date/Time of Appointment _____ Subtotal _____ State fee 3% _____ Total Cost. _____

Zoning District _____ Inspector _____