



BUILDING REGULATIONS DIVISION

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Residential Property Owners - NEXT STEPS AFTER STORM DAMAGE

1. Making **Emergency Repairs**, as defined in the Residential Code of Ohio (RCO)
 - a. The Residential Code states, “Where equipment replacement and repairs must be performed in an emergency situation, an application for approval shall be submitted within the next working business day to the building official.” (Section 101.10.2)
 - b. That means you may make emergency repairs to protect your property before obtaining any permits, but you still need to get permits and inspections for the work being done, unless it is exempt from the code for other reasons.
 - c. New roof trusses or rafters, exterior and interior wall reconstruction, etc. need permits and inspections, whereas repairing exterior finishes only, such as new roof sheathing and shingles only, repair of siding or windows, do not.
 - d. Do not cover up the repairs until the work has been inspected and approved. In other words, don't install insulation or drywall before the framing is inspected and approved.
2. Have a **Damage Assessment Inspection** done to better understand the scope of damage, and to explain steps necessary during the repairs and rebuilding
 - a. Montgomery County Building Regulations inspectors will identify one of the following:
 - i. **Destroyed; an imminent hazard exists.** Demolition recommended. Immediate action needed to stabilize the building. A demolition permit is required.
 - ii. **Damage is extensive and severe.** Demolition recommended. A demo permit is required
 - iii. **Damage is major.** Significant structural damage, requiring extensive repairs. Will require preparing drawings (also known as plans, blueprints, or construction documents) spelling out the repairs, permits, and inspections. If significant structural issues are involved, it is possible that an architect or engineer will need to be involved in preparing your drawings.
 - iv. **Damage is minor.** A permit and inspections will be required to verify the work is correctly, but no drawings need to be submitted.
 - v. **Affected. Damage is slight;** Damage is minimal or cosmetic, so no permits or inspections are required. If permits are required, we will do our best to identify the various ones you will need, such as building, electric, mechanical, plumbing, etc.
 - b. If your insurance company or an architect or engineer has done an assessment, you may not need one from us, but their assessment does not waive the requirements for permits and inspections.
3. Get a **Demolition Permit** if you are removing the entire structure and not rebuilding at this time.
 - a. A Demolition Permit is for buildings that are being completely removed. That includes foundations and floor slabs. All construction debris must be removed from the site, and the remaining hole in the

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ground needs to be filled in with dirt. The water and sewer utility lateral lines to the building must be disconnected and capped at the main water or sewer line.

- b. If you plan to rebuild on the same foundation, then such debris removal will be considered as an alteration to the property. You may leave the foundation in place. It should be inspected for structural soundness, though. If it has cracks or uneven settling, it may not be suitable for re-use. Caution must be exercised if you leave a basement open with no floor system on it, because the top of the wall could cave in due to outside soil pressure on a wall that was previously supported at the top by the floor structure, making it unsuitable for re-use. In addition, if you leave it open over the winter, the floor could suffer from frost heave, making it unsuitable for re-use.
 - c. If you have a slab-on-grade building, we will not order you to remove the slab or foundation, but your real estate assessment may still reflect some improved value on the property.
 - d. Driveways and parking lots are not covered by demolition permits or inspections.
4. Get a **Building Permit for repairs or reconstruction**. For work requiring permits, the owner or their contractor or designer needs to apply for permits. In general, for minor repairs, you may show repairing them with like materials, but if significant reconstruction is necessary, you will need to rebuild to current standards. This applies to structural, mechanical, electrical, and energy conservation requirements.
 5. For major repairs or complete rebuilds from the slab up, we will generally expect structural work to meet current standards for safety. We will also expect electrical work to comply with current electrical safety requirements. Fire safety requirements such as emergency escape windows from sleeping rooms, smoke detectors and carbon monoxide detectors will also have to be complied with. Energy conservation standards will have to be complied with as much as practical, primarily with regard to installing insulation in walls and ceilings, but we will not require changes in framing to accomplish current standards if such changes would create a hardship.
 6. A word of caution – reconstructing work that was previously done without permits or inspections will not be approved unless it can be shown to comply with current codes.
 7. Where there are obstacles to meeting all of the current code requirements, you may request that your application be reviewed for compliance Existing Building requirements under RCO 113.

Reasons why you'll benefit from updating your building when you rebuild to comply with the requirements for new construction:

- a. Reconfiguration of spaces may better support today's life style
- b. Building to current wind bracing standards may make your building more resilient
- c. Better protection from water intrusion, ice dams and improved attic ventilation with new roof construction requirements
- d. Lower energy bills due to better thermal performance with replacement windows/doors, better energy efficiency (thermal barrier, air leakage, ventilation), and higher efficiency HVAC equipment and service hot water heaters
- e. Electrical system safety improvements (i.e. grounding, AFCI breakers, GFCI protection, increased service size and quantity of circuits)
- f. Safer sleeping rooms with up-to-date smoke and carbon monoxide detectors
- g. Having your work inspected by a building inspector will give you the assurance that the work has been done correctly.
- h. Check with your insurance agent on any better rates due to the above safety improvements.

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ADDENDUM 1 - What you and your designer or contractor need to decide, and why

1. Regardless of the option chosen by the owner, **construction documents must be submitted for approval** with “...sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code.” (RCO 106.1.3). Page two of our permit application forms give more detail on what information must be included with the construction documents.
 - a. If repair is minor, such as damage to a few walls or to a few trusses, you can rebuild to match the adjoining work. Note that trusses are engineered for specific installations, so you will need to have engineer sealed truss drawings for both truss repairs and for new trusses.
 - i. For example, the application may either include construction documents identifying the damage and specifying the repair, or may have only a written description of the scope of work to be done, such as saying “Replacing two broken trusses”.
 - b. **If you are restoring significant parts of the building**, or rebuilding the whole structure, you will need to provide complete drawings of the proposed repairs or replacement. Generally, the drawings won’t need to be sealed by an architect or engineer, but they must still be accurate, legible, and drawn to scale. If work is shown that falls outside the prescriptive standards in the RCO, you will need to have an architect or engineer seal the drawings. They must also clearly distinguish between what is existing work to remain, and what is proposed new work.
 - i. For example, if you are rebuilding on an existing foundation, you need to show that on a wall section, and identify the new work, the existing foundation to remain, and the proposed anchoring method to connect the wall to the foundation.
 - ii. Unless you specifically identify where you want to do something different than what current codes require, and can document that such work had been previously approved, we may not approve work that does not comply fully with current codes. Any work not fully detailed or shown or will be inspected to current building code standards.
 - c. **If you are rebuilding a different layout of building than what was there before**, all requirements for new building permits apply, including getting approval from your local zoning department.
2. **Buildings located in FEMA regulated flood zones must comply with RCO 113.11 Flood hazard areas.** In those areas, if the cost of repairs will exceed 50% of the market value of the property, requests for repair or rebuilding permits must show how the work will comply with current Flood Damage Prevention Standards. (RCO 322.2 and Flood Damage Prevention Regulations adopted by Montgomery County)
3. **Resources for architects and engineers and other related resources** - Greene County has assembled a list of agencies that will help you locate skilled people to assist in your reconstruction efforts. Click here to see that list: <http://www.co.greene.oh.us/DocumentCenter/View/22790/Tornado-Reconstruction-Resource-Contact-List-PDF>
4. **Check out our webpage, www.mcoho.org/build** – it has a ‘Who to Call’ directory, Permit Application forms, project success checklists, etc. For our policy on repair of damaged roofs, please see our website. Click here for the memo:
http://www.selectmcoho.com/media/userfiles/subsite_116/files/Resource%20Library%20Documents/Montgomery_County_Re_Roofing_Policy.pdf
5. **Contact us if you have questions**
 - a. Our permit clerks can answer lots of general procedural questions. Call 937-225-4622
 - b. Residential Plans Examiner Joe Mangan can be reached at 937-225-5038
 - c. Inspection Supervisor Robert Martin can be reached at 937-225-4650
 - d. Chief Building Official Maury Wyckoff can be reached at 937-225-4586