



## Public Health - Dayton & Montgomery County

Reibold Building, 117 South Main Street, Dayton, Ohio 45422-1280

(937) 225-4421 • www.phdmc.org



TO: All Plumbing Contractors  
FROM: Jeffrey A. Cooper, M.S., Health  
DATE: Commissioner November 2, 2021  
RE: Registration and Renewal of Plumbing Bond

Please be advised current year 2021 plumbing bond will expire December 31, 2021. Permits will not be issued or inspection requests scheduled after that date until you renew your registration and bond for the period of January 1, 2022 through December 31, 2022 (Board of Health Regulation Section 502.02). All Journeymen and Apprentice plumbers must also be registered prior to engaging in the business of plumbing.

All persons engaged in the business of plumbing in Montgomery County (excluding the Cities of Dayton, Oakwood and Kettering) must be registered with Public Health - Dayton & Montgomery County's Plumbing Division.

All interior plumbing inspections in the City of Centerville are conducted by the City of Centerville Building Department. However, Public Health will continue to issue permits and provide oversight of on-premise sewer, water and irrigation/deduct meter installations.

NOTE: No permit shall be issued to any person to install plumbing who is not registered as a plumbing contractor or who employs or otherwise engages non-registered persons involved in the business of plumbing and whose name is not on the register maintained by Public Health as provided in Section 502.1 of Regulation 500. The requirements of this section shall not apply to owners of a single family dwelling who install plumbing in the home in which they live or intend to live.

### **Please use the following process to register for 2022**

1. Complete the PHDMC Bond form included in this packet.
2. Complete the Registration form included in this packet.  
Please be sure to include where applicable:
  - Copy of State of Ohio License
  - Copy of Journeyman Proof for new Journeymen
3. **\*\*\* Hand deliver or postal mail the following to the address below.**
  - a. Completed original PHDMC Bond with seal
    - *Only the current PHDMC Bond form will be accepted*
  - b. Registration form
  - c. Your payment – accepted payment types:
    - Cash
    - Check
    - Money Order
    - Debit Cards
    - Credit Cards
    - MasterCard
    - VISA
    - American Express
    - Discover

Debit and Credit Card transactions will include an additional processing fee

**Registration is NOT accepted via fax or email.**

**Please Note: Business hours for the Plumbing Office are 8:00 a.m. - 11:30 a.m. and 12:30 p.m. - 4:00 p.m., Monday through Friday. Appointments with the Plumbing Supervisor for consultation or plan review are available by request from 8:00 a.m. - 9:00 a.m. and from 3:00 p.m. - 4:00 p.m. daily. Call (937) 225-4421 for an appointment.**

Health Commissioner - Jeffrey A. Cooper, M.S. • Medical Director – Michael Dohn, M.D. MSc

Equal opportunity employer and service provider

## Public Health – Dayton & Montgomery County Contractor's Memo for Reference

1. All plumbing must be installed in accordance with Chapter 4101:3-1 through 4101:3-13 OAC.
2. Registration cards shall be carried by the respective plumber and be presented upon request.
3. All permits must be signed by the registered contractor (or authorized person) and show the company name.
4. Permits for commercial property [four (4) or more units] for new installations, extensions and alterations require approval by the Plumbing Inspection Department and must be submitted to the Plumbing Permit Office accompanied by one (1) set of DWV, water distribution and roof drainage isometric drawings. Appointments for plan review are available by request in the morning from 8:00 a.m. - 9:00 a.m. or in the afternoon from 3:00 p.m. - 4:00 p.m.  
**Call (937) 225-4421 for an appointment.**
5. All unlimited contracting plumbers are required to submit current State of Ohio Contactor license.
6. All properties must have lot number and correct address clearly posted in order to obtain an inspection.
7. New installations or alterations for 1, 2 or 3 family residential and small flow commercial properties on septic systems must be approved by Public Health's Home Sewage Disposal System Department. Plumbing permits will not be issued until review is complete and approval number assigned. All other installations on septic systems must be approved by Ohio EPA and PERMIT TO INSTALL (P.T.I.) number assigned prior to issuance of a plumbing permit. (This does not apply to replacement permits.)
8. Excepting emergencies, all permits must be secured before work commences. All inspections must be scheduled immediately upon completion of work.  
**PERMIT HOLDER IS RESPONSIBLE FOR INSPECTION ARRANGEMENTS.**
9. A permit is required when a public sewer is replacing a septic tank and/or public water is replacing a private water system (including replacements) in order that interior plumbing systems may be approved.
10. Any new premise, residential and/or commercial, is not to be occupied until a final inspection has been conducted and the plumbing approved.
11. Each permit shall have stated on its face the period of time for which it is valid. Notwithstanding such statement, a permit which has been issued for any proposed work shall automatically expire six (6) months after the date of issuance except that for reasonable cause, the Health Commissioner may grant an extension of the expiration date. No extension shall be granted if the

authorized work remains uninitiated, suspended, postponed, abandoned or a change in ownership during the initial six (6) month period. No refund shall be granted if the authorized work remains uninitiated following the initial six (6) month period.

12. When final inspection has been approved and extra fixtures have been added or additional inspections were required, you will receive a letter requesting payment for these excess fixtures/inspections. Payment is due upon receipt of the letter.
13. When a plumbing contractor wishes to cancel a permit, they are required to notify this office. However, they do retain responsibility until another contractor assumes responsibility by securing a new permit. Public Health reserves the right to issue more than one permit for an unfinished project, provided the incoming contractor assumes all responsibility, including responsibility for work previously completed. The incoming contractor is liable under the terms of their plumbing bond for all work completed by the previous contractor.
14. All inspection requests must be made at least one (1) day in advance. Know the location (refer to your permit receipt) before calling. Give your company name, the permit #, the lot and house number, and the street name of the location being called for inspection.
15. Approximate time schedules for inspections can be obtained between 8:00 a.m. - 8:30 a.m. the day of the inspection. Plumbing Inspectors are available for questions by telephone (937) 225-4421 between 8:00 a.m. - 8:30 a.m.
16. **The plumbing contractor or journeyman shall be present to obtain final inspection.**
17. Appointments are available with the Plumbing Supervisor by request from 8:00 a.m. - 9:00 a.m. or from 3:00 p.m. - 4:00 p.m., Monday through Friday.  
**Call (937) 225-4421 for an appointment.**
18. Section 715.1 of the Ohio Plumbing Code requires specific measures be taken to prevent sewage backflow from the sewer main into a structure. A backwater valve shall be installed only for plumbing fixtures where the flood level rims of the lowest plumbing fixtures are below the elevation of the next upstream manhole cover in the public sewer. Information outlining the elevation of the high manhole cover and low fixture rim shall be provided prior to issuance of permits.  
EXCEPTION: In existing buildings, fixtures above the elevation of the manhole cover of the next upstream manhole in the public sewer shall not be prohibited from discharging through a backwater valve.
19. Where damage has occurred to any structure, existing plumbing systems shall be subject to those requirements set forth in Section 312 of the Ohio Plumbing Code. Section 312.1 states in part that the owner or owner's representative shall cause the applicable tests prescribed in the Sections 312.2 through 312.12 to be made to determine compliance with the provisions of this code.
20. Failure to post and maintain a current surety bond with Public Health – Dayton & Montgomery County as required in Regulation 502.08 may result in the revocation of the company's plumbing registration.



# Public Health - Dayton & Montgomery County Plumbing Inspection Fee Schedule



Apprentice Registration	\$ 13.00
Journeyman Registration	\$ 30.00
Contractor Registration	\$ 150.00
Limited Contractor Registration	\$ 150.00
Plumbing Permit	\$ 45.00
Appliance Permit - New	\$ 45.00
Appliance Permit - Replacement	\$ 30.00
Fixture Fee	\$ 14.00
Fixture Stub	\$ 14.00
Sewer Permit (each tap to main)	\$ 50.00
Water Permit (each meter pit or curb box)	\$ 50.00
Backflow Prevention Permit	\$ 45.00
Plus Fixture Fee Each	\$ 14.00
Irrigation/ Deduct Meter Permit	\$ 40.00
Backflow Prevention Device: Installed in conjunction with new permit	\$ 14.00
Backflow Prevention Device: If installed by different contractor	\$ 45.00
Plus Fixture Fee Each	\$ 14.00
Backflow Preventer Recertification	\$ 5.00
Homeowner Cash Bond	\$ 150.00
Re-inspection Fee	\$ 45.00
Pre-Permit Consultation Fee and/or after-hours inspection	\$50.00/hour
Pan Review Fees:	
1-10 Fixtures	\$ 50.00
11-30 Fixtures	\$ 75.00
31-50 Fixtures	\$ 125.00
51+ Fixtures	\$ 175.00
1 - 3 Family Penalty Fee	\$ 25.00
1 - 3 Family Penalty Fee: Second Offense Same Year	\$ 50.00
Commercial Penalty Fee	\$ 100.00
Commercial Penalty Fee: Second Offense Same Year	\$ 200.00

**Total number of inspections authorized prior to additional inspection fee:**

Permit fee	# Inspections
\$ 45 - \$ 55	2
\$ 56 - \$110	3
\$111 - \$165	4
\$166 - \$220	5
\$221 - \$275	6
\$276 - \$330	7
\$331 - \$385	8

Permit fee	# Inspections
\$386 - \$440	9
\$441 - \$495	10
\$496 - \$550	11
\$551 - \$605	12
Exceptions: Appliance Permits	1

A \$45.00 "re-inspection fee" shall be charged for each inspection over and above those authorized in the fee schedule. Inspections conducted outside normal business hours shall be requested 24 hours in advance and shall be made at a cost to the contractor of \$50.00 an hour, portal to portal.

**As a matter of clarification, a plumbing permit fee shall be charged for each unit or dwelling where sleeping quarters are accompanied by a minimum half (1/2) bath.**

**Accepted Payment Types**

-Cash    -Check    -Money Order    -Debit and Credit Cards (will include an additional processing fee)



# Public Health Dayton & Montgomery County



Bond # \_\_\_\_\_

## PLUMBING BOND

KNOW ALL MEN BY THESE PRESENTS:

That we \_\_\_\_\_

of \_\_\_\_\_, as principal and the

\_\_\_\_\_, as surety are held and firmly bound unto Public Health - Dayton & Montgomery County for a term of twelve months ending December 31, 2022 in the sum of five thousand dollars (\$5,000.00), lawful money of the United States for which payment, well and truly to be made, we bind ourselves, our heirs, executors, administrators and assigns firmly by these presents.

Now, the condition of this obligation is such that

WHEREAS: the said Principal has applied for and has been granted Permits to make installations of plumbing systems in Montgomery County, Ohio.

Now if the said Principal shall conform to and abide by the laws of the State of Ohio and all the rules and regulations of Public Health - Dayton & Montgomery County now in effect and which may hereafter be enacted or adopted, and if said Principal shall indemnify and save Public Health - Dayton & Montgomery County harmless and free from any loss, damages or claims for damages asserted against it by reason of said principal's failure to comply with any of said rules and regulations, then this obligation shall be void, otherwise to be and remain in full force and effect.

In Witness Whereof, the said Principal and Surety have hereunto subscribed their names this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

Principal

By \_\_\_\_\_

Surety

Filed \_\_\_\_\_

Approved \_\_\_\_\_



# Public Health – Dayton & Montgomery County

Environmental Health – Plumbing Inspection Department

117 South Main Street

Dayton, OH 45422

(Phone) 937-225-4421 (Fax) 937-496-3072



**Please complete and return with check and original Bond with seal**

**Hand deliver or postal mail to the address above  
Registration will NOT be accepted via fax or email**

**Make Checks Payable to: PUBLIC HEALTH – DAYTON & MONTGOMERY COUNTY**

Name of Company\_\_\_\_\_

Mailing Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

Phone\_\_\_\_\_ Fax\_\_\_\_\_

Email\_\_\_\_\_

No Restrictions (OH License Required)     Residential Only     Backflow Only

Sewer, Water & Water Devices     Sewer & Water Only

**Contracting Plumber** \_\_\_\_\_ (Include copy of State of Ohio license where applicable)

Name\_\_\_\_\_

**Journeyman Plumber** \_\_\_\_\_ (Include copy of Journeyman proof for new Journeymen)

Name\_\_\_\_\_

Name\_\_\_\_\_

Name\_\_\_\_\_

**Apprentice Plumber**

Name\_\_\_\_\_

Name\_\_\_\_\_

Name\_\_\_\_\_

**I hereby authorize the following persons to sign for plumbing permits on my behalf:**

Name\_\_\_\_\_

Name\_\_\_\_\_

Name\_\_\_\_\_

\*\*\* Refer to the **Plumbing Inspection Fee Schedule** for Contracting, Journeyman and Apprentice Plumber registration fee \*\*\*