

Construction Industry Communication #13

From: Amit Ghosh, Chief Building Official
Re: Bulletins, Revisions and/or other changes to Approved Documents
Date: September 17, 2019

Background Changes are common through the course of a construction project. Design professionals document these changes through bulletins, request for information (RFI's) and plan revisions. However, not all changes require plan review by the Department of Building and Zoning Services. Cosmetic changes such as paint color, trim details or electrical plate covers do not require submission to our department for approval. Other deviations that do not trigger a re-examination of the rules of the Ohio Board of Building Standards, may be simply acknowledged by the design professional providing a sealed letter to the field inspector as part of a routine inspection. If substantive changes to the building and/or systems are made, such changes must be reviewed as a plan revision but for a limited scope of work, be completed as an on-site plan review. Please see Construction Industry Communication Document XX to make that determination.

The following is a list of examples of typical changes to a building or system and which category it qualifies for. For further information, please contact each section by the email listed below.

Structural - structuralinfo@columbus.gov

Design Professional Letter

- Removal of non-required fire-resistance-rated assemblies.
- Relocating doors or windows that do not affect egress or fire-resistance-rated assemblies.

On-site Plan Review

- Can be performed when the changes are only related to building or structural which do not affect other trades.
- Change to structural members. Headers, joist sizes, column sizes ...

In-house Plan review

- Required when there are any changes that affect the installations performed by other trades and do not qualify for onsite plan review.

Mechanical – mechanicalinfo@columbus.gov

Design Professional Letter

- Changes are code compliant, minor in nature, do not affect the workings of the mechanical system or relate to fire-resistance-rated assemblies and other trades.
- Alternative engineered design as it pertains to ceiling radiation dampers in a specific assembly as per section 106.5 of the Ohio Building Code.

On-site Plan Review

- Addition/ alterations to mechanical systems only, or gas piping system additions/alterations not shown on original plan approval.
- Can be performed when the changes are only related to mechanical system specific changes which do not affect other trades.

In-house Plan review

- Changes that involve fire-resistance-rated assemblies.
- Required when there are any changes that affect the installations performed by other trades and do not qualify for onsite plan review.

Electrical – electricalinfo@columbus.gov

Design Professional Letter

- Changes are code compliant and do not involve calculations. Examples would be the relocation of receptacles/equipment within the same room or the change from copper to aluminum conductors.

On-site Plan Review

- Can be performed when the changes are only related to electrical system specific changes which do not affect other trades.
- Changes involve calculations or system design. Examples would be large equipment/lighting additions that add a substantial load.

In-house Plan review

- Required when there are any changes that affect the installations performed by other trades and do not qualify for onsite plan review.
- Changes that involve fire-resistance-rated assemblies.
- Changes that involve emergency egress lighting and/or signage.

Plumbing – plumbinginfo@columbus.gov

Design Professional Letter

- Changing the type of material/fixture specified on the approved documents to another approved material/fixture or an alternative material/fixture as approved through section 114.3.2 of the Ohio Building Codes.
- Removing a non-required fixture from the scope of work. Required fixtures can be found in Chapter 4 of the Ohio Plumbing Code.

On-site Plan Review

- Can be performed when the changes are only related to plumbing system specific changes which do not affect other trades.
- Cannot be performed when the changes involve changing the entire isometric.
- Any changes involving how the sanitary or storm drainage systems are sized must include the DFU loads for sanitary and GPM values for storm.

In-house Plan review

- Required when there are any changes which involve removing or deleting any required fixture or element.
- Changes that involve fire-resistance-rated assemblies.
- Required when there are any changes that affect the installations performed by other trades and do not qualify for onsite plan review.