



City of Cleveland
Department of Building and Housing
Division of Construction Permitting
601 Lakeside Avenue, Room 505, Cleveland, Ohio 44114, 216.664.2910

PERMIT INSPECTIONS

When requesting a permit inspection, please adhere to the following procedures.

Contractor/Property Owner shall contact the inspector to set up an inspection, giving a minimum of 24 hours notice. The inspector's name and telephone number appear in the upper left area of the permit.

Inspections are required at the following steps:

- **Prior to placing concrete for foundation footers, concrete slab and garage foundations**
- **Prior to backfilling for waterproofing and drain tile**
- **Prior to covering up or concealing insulation, plumbing, mechanical and electrical work**
- **Prior to covering up rough framing**
- **Final inspection and Certificate of Occupancy**
- **For all exterior demolition activity**

Provide drawings on the job site, stamped “**APPROVED**” by the
Department of Building and Housing

A “Useless Trip Fee” will be assessed when an appointment has been scheduled and the work is not ready for inspection.