



City of Ashland Building Safety Division

51 Winburn Way • Ashland, OR 97520
 Phone (541) 488-5305 • Fax (541) 488-6066
 Email: Building@ashland.or.us

Policies / Interpretations / Procedures

INDEX

Number	Policy Title	Summary
BD-PP-0001	FOOTING AND FOUNDATION WALL REBAR REQUIREMENTS FOR SINGLE FAMILY RESIDENCES	Clarifies rebar requirements for footings and foundation walls in single-family residential construction.
BD-PP-0002	INSPECTION REQUIREMENTS FOR GAS PRESSURE TEST	Outlines criteria for waiving gas piping pressure tests.
BD-PP-0003	INSPECTION OF EXISTING BUILDINGS	Specifies instances when Community Development will inspect an existing building at the request of an applicant
BD-PP-0004	ACCEPTANCE OF REVERSED PLANS	States that the policy of the Community Development Department is to not accept reversed construction plans for plan review
BD-PP-0005	PLAN REVIEW AND PERMIT FEES FOR FIRE SPRINKLER AND FIRE ALARM SYSTEMS	Specifies the appropriate plan review and permit fees for the review and inspection of fire sprinkler systems and fire alarm systems.
BD-PP-0006	PRE-INSPECTIONS OF EXISTING CHIMNEYS AND VENT	Requires that any existing chimney or vent previously utilized to burn solid or liquid fuel be cleaned and inspected by a chimney sweep or masonry contractor prior to the issuance of a permit for reuse with a new fuel-burning appliance
BD-PP-0007	PLAN REVIEW, PERMIT, AND FEE REQUIREMENTS FOR CITY PROJECTS	Clarifies plan review, permit, inspection, and fee requirements for construction projects related to City-owned structures and property.
BD-PP-0008	DISCHARGE FROM HOT TUBS, SPAS, AND SWIMMING POOLS	Specifies the approved method for disposal of waste water from hot tubs, spas, and swimming pools
BD-PP-0009	FIRE AND LIFE SAFETY PLAN REVIEW	Outlines the respective roles of the Community Development Department and the Fire Department in the Fire and Life Safety Plan Review (FLSPR) process
BD-PP-0010	ASSESSMENT OF REINSPECTION FEES	Outlines those situations in which a re-inspection fee may be assessed
BD-PP-0011	TIMED INSPECTIONS	Defines division policy related to the acceptance and scheduling of timed inspection requests
BD-PP-0012	DEFINITION OF UNFINISHED AND SEMI-FINISHED BASEMENTS OR OTHER AREAS	For purposes of conducting a code review and determining project valuation, this policy defines



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		the terms "unfinished" and "semi-finished" when referring to basements or other areas
BD-PP-0013	INSPECTION OF PROPERTY PIN	<ol style="list-style-type: none"> 1. Assigns responsibility to the building inspector to take appropriate steps to insure that the approved setback requirements to property lines are met. 2. Specifies that the permit applicant is responsible for exposing the property pins and establishing string lines for the building inspector on those construction projects where the inspector must verify compliance with required minimum distances to property lines.
BD-PP-0014	PLAN SUBMITTAL FOR NEW SINGLE-FAMILY RESIDENCES	Requires the applicant to submit three sets of plans in conjunction with a permit application for new single-family residences
BD-PP-0015	THUMB-TURN DEADBOLT LOCKS	States that the Division will not approve the installation of "stand alone" thumb-turn deadbolt locks on any exit door in a building regulated by the Oregon Structural Specialty Code (OSSC)
BD-PP-0016	SMOKE ALARM REQUIREMENTS IN RESIDENCES	Provides clarification of when smoke alarms are required in dwelling units
BD-PP-0017	MASTER PLAN REVIEW APPLICATIONS	<ol style="list-style-type: none"> 1. Describes the "Master Plan Review" program. 2. Specifies plan review fees for "Master Plan Review" plans
BD-PP-0018	IMPLEMENTATION OF CODE CHANGES, INTERPRETATIONS AND POLICIES	Outlines the customer service policy for the Building/ Safety Division implementing new requirements through code changes, interpretations, policies, and similar processes
BD-PP-0022	DETERMINATION OF VALUATION	Outlines the definition of valuation and a process for determining valuation
BD-PP-0023	PLUMBING CONTRACTOR REGISTRATION AND LICENSING REQUIREMENTS	<ol style="list-style-type: none"> 1. Outlines Construction Contractors Board registration exemptions for plumbing installations. 2. Outlines plumbing contractor registration exemptions. 3. Outlines plumbing certificate of competency (licensing) exemptions. 4. Clarifies the requirements for persons involved in sewer installations. 5. Defines the term "agent" as used in the permit application process.



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BD-PP-0024	ELECTRICAL CONTRACTOR REGISTRATION AND LICENSING REQUIREMENTS	Outlines Construction Contractors Board registration and electrical contractor license exemptions for electrical installations
BD-PP-0025	SHOWER AND BATH SPACES	Specifies the areas in bath and shower spaces that must be finished with nonabsorbent surfaces
BD-PP-0026	SEWER CONTRACTOR LICENSING REQUIREMENTS	Clarifies licensing and registration requirements for sewer contractors
BD-PP-0028	SPECIAL INSPECTION AND TESTING AGREEMENT	Provides method for permit applicants requiring Special Inspection and/or Testing in accordance with Chapter 17 of the <u>Oregon Structural Specialty Code (OSSC)</u> .
BD-PP-0029	STORM WATER DRAINAGE SYSTEMS	Defines the terms "adequate drainage" and "approved drainage system" as referenced in the <u>Oregon Residential Specialty Code (ORSC)</u> .
BD-PP-0030	CHANGE OF USE OR OCCUPANCY	Provides method for permit applicants requesting the Change of Use or Occupancy of an existing building occupancy classification to obtain a Change of Use Certificate of Occupancy
BD-PP-0031	REVIEW OF TRUSS SUBMITTAL PACKAGE BY BUILDING DESIGNER	Provides method for review of truss submittal packages