



# Common Questions and Key Information Regarding Plumbing Permits

## When do I need a permit for plumbing work?

### A plumbing permit is required when you:

- Replace a water heater or underground piping.
- Alter piping inside a wall, ceiling, or beneath a floor.
- Install a plumbing fixture where one did not exist previously.
- Make an emergency repair or alteration on a section of pipe five feet or longer.

### A plumbing permit is not required when you:

- Repair or replace a sink, toilet, or faucet not concealed in the wall.
- Replace or repair countertops, shower heads, rain gutters, or downspouts.
- Resurface shower walls or regrout tile.
- Add to or alter an irrigation system with an existing approved backflow device.
- Install a water filter.
- Replace a hose bibb.
- Install a water feature or exterior hot tub that is filled by a hose.

If you are still not sure if you need a permit, check with the Building & Planning Department.

## Where do I get a permit for plumbing work?

Permits are issued by The City of Othello.

## How do I get a permit for plumbing work?

1. Locate your local Building & Planning department.
2. Complete the permit application –at City Hall or we also provide them online at [www.othellowa.gov](http://www.othellowa.gov).
3. Pay the permit fee – Permit fees are based on the size and complexity of your project and are paid when the permit is issued.
4. Receive your permit – A permit will be issued in the name of the person performing the work and the work can begin once the permit has been issued.

## How do I get an inspection?

If you are having the work done by a contractor, be sure you are both clear on who will be responsible for scheduling the inspection.

## Follow these steps:

- Call (509) 488-3302 to schedule your inspections. Call at least 24 hours in advance.
- When you call to make the appointment, have all the details (permit number, project address, etc.) available.
- If the work was done inside, an adult needs to be at the site for the inspection.

## Some important reminders:

- If you have installed water piping, the work must be operational and exposed for the inspection.
- Inspectors may require that drainage piping be plugged and filled with water during the inspection.

## How do I plan to do plumbing work on my home?

You have two options to get the work done, you can:

1. Hire a licensed plumbing contractor.
2. Do the work yourself without a license.

Anyone else who is not a licensed plumber legally can not do the work. This includes friends, neighbors, tenants, and general contractors.