



Department of Building & Zoning Services

757 Carolyn Avenue Columbus, Ohio 43224-3218

Tracie Davies, Director

CRITICAL OBSERVATION FORM

CRITICAL OBSERVATION REPORT

*Rules, regulations, and Guidelines for Ordinance No. 1296-85,
Columbus Building Code Sections*

*4109.073 Exterior Walls and Appurtenant Structures,
4109.075 Special Critical Observation Areas Created, and
4109.077 Downtown Special Critical Observation Area*

The purpose of these rules, regulations and guidelines are to standardize requirements in the ordinance and offer guidelines for compliance.

CRITICAL OBSERVATION

1. Critical observations shall include a close-up, visual review of all building elevations. The person conducting this critical observation is not expected to make exposures or inspection holes. However, this is encouraged if a problem is discovered.
2. The critical observation shall include, but not be limited to, the examination of the following and other items peculiar to the subject building:
 - a. parapet wall and cap
 - b. perimeter of the roof, flashing, gutters, and down spouts
 - c. wall surfaces
 - d. window and door openings (lintels, sills, and sealant)
 - e. areas adjacent to down spouts and gutters
 - f. weep holes in walls
 - g. appurtenances (fire escapes, signs, flagpoles, cornices, canopies, awnings, marquees, chimneys, etc.)
3. The critical observation shall include, but not be limited to, the documentation of the following conditions when observed:
 - a. movement of parts
 - b. failure of construction to properly shed water
 - c. presence of openings, cracks, or gaps which allow entry of water
 - d. loose attachment of appurtenances?

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- e. deterioration of materials:
 - 1. cracking or crazing
 - 2. Spalling
 - 3. Chipping
 - 4. Erosion
 - 5. wear of protective coatings (paint, etc.)
 - 6. Corrosion
- f. evidence of improper past repairs
- g. conditions and functioning of expansion joints
- h. conditions of appurtenant structures
- i. efflorescence

A written report shall be submitted to the Building Inspector by certified mail on the enclosed form and containing all information outlined in "Rules, Regulations and Guidelines, Ordinance No. 1296-85, Exterior Walls and Appurtenant Structures". If on the report maintenance items or repairs are noted a follow up letter from the person conducting the report must re evaluate the building and provide to this department a letter that all items or repairs have been made.

If hazardous conditions are discovered which present an unreasonable and imminent threat to life or safety of any persons, emergency action must be taken to abate the hazard and within twenty-four (24) hours notify the Building Official.

If deterioration of features is determined to be present unsafe conditions, an architect or engineer must be hired by the owner to take necessary action under the direction of the architect or engineer.

If corrective work is required, a building permit will be required. Permits will not be required for painting, caulking, tuck pointing or glass replacement. A sidewalk permit shall be required in order to close off the area while repairs are performed.

If the critical observation report, repairs, and a completion letter of maintenance repairs required from the report are not sent to the inspector by end of year due a fee of five hundred dollars (\$500.00) will be assessed against the property for non compliance. An additional \$250.00 will be assessed each month until the required report, completion of repairs, and all fees assessed paid are filed in our office.

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Exterior Walls and Appurtenances of Buildings

(Please Check Box)

- Hazardous condition requires immediate action.
- Requires immediate attention, repairs to be completed in 30 days.
- Requires preventative maintenance, repairs to be completed by December 31 of the due year.
- No defects observed.

Date of Submission _____ Date of Survey _____
Building Name _____ Age of Building _____
Address of Building _____
Number of Stories _____

Exterior Wall Construction

- Brick Concrete Block Glass Concrete Other (specify) _____

Roof Construction

- Wood Joist Steel Bar Joist Reinforced Concrete Precast Concrete
 Other (specify) _____

Building Owner _____ Telephone _____

Address _____
City / State / Zip _____

Building Manager _____ Telephone Number _____

Company Performing Critical Observation _____

Person Conducting Critical Observation _____

Address _____
City / State / ZP _____ Telephone _____

