

## ENGINEERING & BUILDING

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# GUIDELINES FOR COMMERCIAL TRAILERS

When applying for a permit to install a trailer used as a building or other prefabricated buildings for commercial use, there are items that must be documented for review to assure building and zoning code compliance. These items need to appear on the plans submitted with the permit application. They are related to requirements in the Ohio Building Code (OBC), 2011 edition, and the current City of Mason Zoning Ordinance. Reference copies of the building code are available at the Engineering & Building Department and online at [www.com.state.oh.us/dic/dicbbs.htm](http://www.com.state.oh.us/dic/dicbbs.htm), under "Ohio E-Codes." The Mason Zoning Ordinance is available at city offices and online at [www.imaginemason.org](http://www.imaginemason.org).

A building permit is required for occupied temporary trailers and permanent trailers. For **construction-only trailers**, only a permit for the temporary electrical power supply is required. For other **occupied temporary and permanent trailers**, a completed application form and three (3) copies of construction documents drawn to scale with the information shown in the following notes are required.

### **TEMPORARY TRAILERS (for 180 days or less)**

1. The trailer must be an Industrialized Unit approved by the Ohio Board of Building Standards based on the 2011 OBC for the proposed occupancy. The OBBS approved construction documents are required showing the approved type of occupancy, such as Office, Assembly, Education, etc. The temporary anchoring system must be included with the OBBS plans.
2. A Site Plan is required to show the location of the trailer, including distances from the other buildings and the property lines. Per regulations in the OBC, the trailer typically must be 20 feet minimum from all other buildings and 10 feet minimum from the property lines. The location and floor area of the trailer(s) must also meet the requirements of the City of Mason Zoning Ordinance. Please call our office if you have any questions or if you need assistance using either code.
3. The electric service can be overhead or underground. Show the electric service size (in amps) and the size and type of the service entrance conductors, and the location of the meter/disconnect.
4. Restrooms must be in the trailer or in an adjacent facility accessible by the trailer occupants and within 500 feet. The restrooms must be accessible in accordance with the OBC and ICC A117.1.
5. A paved accessible route in accordance with ICC A117.1 is required from the accessible parking location to the entrance of the trailer, including a ramp and landings with exterior lighting.

### **PERMANENT TRAILERS (for more than 180 days)**

Permanent Trailers must meet all of the requirements for Temporary Trailers listed above with the following changes and additional requirements:

1. A foundation and anchoring system is required and must be designed by an Ohio registered design professional.
2. The electric service must be underground, with an exterior disconnect shown on the plans.
3. Restrooms are required inside the trailer, unless it is less than 100 square feet and facilities are within 500 feet.

### **INSPECTIONS**

All permits require inspections and the permit holder is responsible for arranging all inspections. The required inspections vary depending upon the type of trailer. Inspections are required for all foundations, framing (for ramps, landings, etc.), electric, and final. All plumbing work and connected water and sanitary drainage systems require a permit from the Plumbing Division of the Warren County Health Department (513.695.1476).