



The following procedure is now current for inspection requests with Violet Township please forward to your project managers and site personnel/staff/schedulers:

ALL INSPECTIONS MUST BE CALLED IN NO LATER THAN 2:00 PM THE DAY BEFORE (unless otherwise noted on the holiday schedule) – We will not make exceptions.

Inspections are scheduled between 8:00 AM and 12:00, Monday through Friday - we do not schedule afternoon inspections, and we do not perform weekend inspections of any kind.

IF YOU NEED TO CANCEL AN INSPECTION FOR THE DAY OF, please reach out to our team at 614-575-5556 Prompt #1 (or stay on the line) before your inspection is scheduled. We begin answering this phone number at 8:00 AM.

Commercial Life Safety, suppression & fire alarm inspection requests require a minimum of a two-day notice so that we can schedule the fire department in for the inspection as well. All these types of inspections required pre-approval/confirmation.

Call in – call 614-575-5559 and leave a clear voice mail with the following information:

Job Address

Full Permit Number (example, RBLD-25-111; HVAC-25-4, etc))

Type of Inspection – be specific – Above Ceiling, Underground and Rough - need the type of inspection you are requesting to get the correct inspector to your site.

Onsite contact name

Onsite contact telephone number – *make sure voicemail is set up and not full. Answer if we call or check voicemail. We cannot come back if you missed our call, and if no one is on site, a failed inspection fee could result*

If you want a call ahead, please state this.

If you need to add notes such as when concrete is being poured, where the permit and documents are located, etc, please also do so. Voicemail has a 2 minute max before it times out, so use your time wisely 😊

Email a request - You can email in a request, **with the same information included as listed above**, to inspections@violet.oh.us

CBO questions – if you wish to speak with our Chief Building Official (CBO), you will need to leave a message by calling 614-575-5558. Your message will be logged and forwarded for response.

If you have any questions, OR IF YOU NEED TO CANCEL AN INSPECTION FOR THE DAY OF, please reach out to our team at 614-575-5556, Prompt #1 (or stay on the line)

PLEASE NOTE – SCHEDULING SUBJECT TO CHANGE AT ANY TIME OR DUE TO ANY VOLUME. ONLINE SCHEDULING IS NOT AVAILABLE AS OF 11/14/2025, BUT IT IS ANTICIPATED THAT MAY BECOME AVAILABLE IN ONE FORM OR ANOTHER IN THE NEAR FUTURE. UPDATES ON THIS WILL BE MADE AVAILABLE ON OUR PORTAL AND OUR WEBSITE

Holiday schedule on next page →



Holiday schedule:

Below is the holiday schedule for the last of 2025 and all of 2026. No calls or email requesting inspections will be accepted the day of the observed holiday, and no inspections will be performed on the observed holiday. We do NOT perform inspections on the weekends. If volume is high for a post-holiday inspection, all concrete work will take priority, and your request may be pushed back.

DATE OF CLOSURE	CALL IN DATE & TIME CUTOFF	CALLING IN FOR INSPECTION ON	NO CALLS/EMAIL REQUESTS FOR INSPECTIONS ACCEPTED/RECEIVED/PERFORMED ON:
Thanksgiving November 27, 2025*	11/26/2025 at NOON*	12/01/2025 (may be adjusted if volume is high)	11/27/2025 or 11/28/2025
Day After Thanksgiving, November 29, 2025*	11/26/2025 at NOON*	12/01/2025 (may be adjusted if volume is high)	11/27/2025 or 11/28/2025
Xmas, December 25, 2025*	12/24/2025 at 11:00*	12/26/2025	12/25/2025
New Years Day, January 1, 2026*	12/31/2025 at 11:00*	01/02/2026	01/01/2026
Martin Luther King Jr. Day	01/16/2026	01/20/2026	01/19/2026
Presidents Day	02/13/2026	02/17/2026	02/16/2026
Memorial Day	05/22/2026	05/26/2026	05/25/2026
Juneteenth	06/18/2026	06/22/2026	06/19/2026
Independence Day (observed on 07/03/2026)	07/02/2026	07/06/2026	07/03/2026
Labor Day	09/04/2026	09/08/2026	09/07/2026
Columbus/Indigenous Day	10/09/2026	10/13/2026	10/12/2026
Veterans Day	11/10/2026	11/12/2026	11/11/2026
Thanksgiving*	11/25/2026 at NOON*	11/29/2026	11/25/2026 after NOON or 11/26/2026
Day After Thanksgiving*	11/25/2026 at NOON*	11/29/2026	11/25/2026 after NOON or 11/26/2026
Christmas Day*	12/24/2026 at 11:00*	12/28/2026	12/24/2026 after 11:00 or 12/25/2026
News Years Day 2027*	12/31/2026 at 11:00*	01/04/2027	12/31/2026 after 11:00 or 01/01/2027

Dates marked with an * indicate early cut off time for inspection requests of noon or earlier