



Office of University Building Official

4400 University Drive, MS 1E4; Fairfax, VA 22030

Telephone: (703) 993-6070

Procedure Guidance

DATE: February 15, 2022

TO: Associates and Coworkers

FROM: David M. Kidd, P.E.
University Building Official

SUBJECT: **Construction Sites – Building Permit Posting and Approved**
2018 Uniform Statewide Building Code (USBC)

As we transition to the 2018 Edition of the USBC, please remember a few items related to the requirements for construction sites related to the posting of building permits and availability of drawings.

1. Building permits shall be posted on the construction site for public inspection throughout the entire project in accordance with USBC Section 110.5. All permits shall be visible to all personnel working on the project since our building permits often have crucial public safety information and construction limitations documented. OUBO staff will check for permits on projects to ensure information is available to the public as required.
2. Only OUBO reviewed and approved drawings shall be on site to ensure construction is performed in accordance with those drawings. Failure to do so may result in costly rework as well as delays. To assist with this, please note that:
 - a. The building permit includes the date of the drawings that were approved by OUBO so a comparison of the date listed on the building permit with the date on drawings will reflect whether the correct set of documents is on site.
 - b. Our inspectors will also check this when onsite as required by USBC Section 109.5.
 - c. We will be stamping plans “Approved” in a manner similar to that commonly used in local jurisdictions. This will allow construction crews to easily identify whether or not they are working from the correct set of drawings.