

PERMIT # \_\_\_\_\_

APPROVAL # \_\_\_\_\_

GRADE PLAN # \_\_\_\_\_

**VILLAGE OF  
SOUTH RUSSELL**

DEPARTMENT OF PUBLIC  
SAFETY

DIVISION OF  
BUILDING INSPECTION

5205 CHILLICOTHE ROAD  
SOUTH RUSSELL, OHIO

(FOR OFFICE USE)

Permit Fee \$ \_\_\_\_\_

Chargeable Area \_\_\_\_\_ Sq. Ft.

Addition Area \_\_\_\_\_ Sq. Ft.

Habitable Area \_\_\_\_\_ Sq. Ft.

Construction Deposit:  
\$ \_\_\_\_\_

New

Addition

Alteration

Repair

Estimated Cost \$ \_\_\_\_\_

## APPLICATION FOR BUILDING PLAN APPROVAL AND PERMIT

All drawings, including plot plan, elevations and floor plans, also plans for elevator enclosures, must be in duplicate, complete with wall sections showing footer, foundation, floor, walls and roof construction, indicating all structural members, size, spacing, material, etc. Two separate copies of the specifications for the work must be submitted, or the specifications may appear on the plans. The name and address of the author shall be plainly printed in the lower right hand corner on all plans or drawings.

ALL PLANS SUBMITTED SHALL REVEAL SUFFICIENT INFORMATION TO DETERMINE FULL COMPLIANCE WITH THE MINIMUM REQUIREMENTS OF THE OHIO BUILDING CODE AND VILLAGE BUILDING CODE IN THE FIRE LIMITS.

Drawings shall also indicate clearly the principle use or occupancy of the building or structure. Where more than one type use or occupancy is intended, the location and floor area for such uses or occupancies shall be clearly shown on the plans or drawings.

Plot Plans and Grade Plans must be included with the drawings and must indicate distances to other buildings and property lines and as required in Grade Setting Ordinance No. 1979-40.

Any approval or permit issued in connection herewith does not cover the water supply, plumbing, drainage and sewage disposal. The Geauga County Department of Health, Chardon, Ohio, shall be approval agent for all Septic Tank Installation Requests.\*

All electrical wiring shall be installed in accordance with the National Electrical Code and shall conform to the requirements of the Ohio Building Code and the current edition of the National Electrical Code.

Date Submitted \_\_\_\_\_, \_\_\_\_\_

**TO THE BUILDING OFFICIAL:**

I, \_\_\_\_\_ ( ) Agent ( ) Owner hereby make application for a PLAN APPROVAL AND PERMIT to erect or build a structure as described in this application and the accompanying drawings which are a part of this application.

### LOCATION AND DESCRIPTION OF LOT

No. and Street \_\_\_\_\_ S/L No. \_\_\_\_\_ Block No. \_\_\_\_\_

Allotment \_\_\_\_\_ Side of Street \_\_\_\_\_ Ward \_\_\_\_\_

Between \_\_\_\_\_ Street and \_\_\_\_\_ Street

Being \_\_\_\_\_ feet front and \_\_\_\_\_ feet deep on the \_\_\_\_\_ side

Being \_\_\_\_\_ feet rear and \_\_\_\_\_ feet deep on the \_\_\_\_\_ side

Plans Submitted By:      Name      Registered No.      Address      Phone

Grade set by \_\_\_\_\_

Architect \_\_\_\_\_

Engineer \_\_\_\_\_

**DESCRIPTION OF BUILDINGS AND GROUP USES**

**OCCUPANCY APPLIED FOR - CHECK USE OR USES: OHIO BUILDING CODE**

- 1. GROUP A – (ASSEMBLY)  A-1  A-1-A  A-1-B  A-2  A-3  A-4  A-5
- 2. GROUP B – (BUSINESS)
- 3. GROUP F – (FACTORY & INDUSTRIAL)
- 4. GROUP H – (HIGH HAZARD)
- 5. GROUP I – (INSTITUTIONAL)  I-1  I-2
- 6. GROUP M – (MERCANTILE)
- 7. GROUP R – (RESIDENTIAL)  R-1  R-2  R-4
- 8. GROUP S – (STORAGE)  S-1  S-2
- 9. GROUP T – (TEMPORARY & MISCELLANEOUS)
- 10. MIXED OCCUPANCY

**TYPE OF CONSTRUCTION – OHIO BUILDING CODE  
(CHECK TYPE APPLICABLE)**

FIREPROOF:  1-A  1-B      NONCOMBUSTIBLE:  2-A  2-B  2-C      HEAVY TIMBER-EXTERIOR MASONRY:  3-A  3-B  3-C      FRAME:  4-A  4-B

Exterior Dimensions – Each floor	Ceiling Height	Square Feet	Inside Dimensions	Square Feet
Basement	X	_____	X	_____
1 <sup>st</sup> Floor	X	_____	X	_____
2 <sup>nd</sup> Floor	X	_____	X	_____
3 <sup>rd</sup> Floor	X	_____	X	_____
4 <sup>th</sup> – 5 <sup>th</sup> Floor		_____		_____
Indicate Number	Total			

Type Heating: Steam  HW  WA  Other  Fuel: Gas  Oil  Electric  Coal

Type Air-Cond.: \_\_\_\_\_ Tonnage \_\_\_\_\_ Location: Roof  Window  Other

Elevator – Type: \_\_\_\_\_ Number: \_\_\_\_\_ Manufacturer \_\_\_\_\_

Sprinkler: Yes  No  Manufacturer: \_\_\_\_\_ Number Heads \_\_\_\_\_

Sanitary Sewers in R/W: Yes  No  Septic Tank  Gallons \_\_\_\_\_ Permit No. \_\_\_\_\_

Storm Sewers in R/W: Yes  No

Water: Municipal  Well  Other \_\_\_\_\_

Soil Test by: Name \_\_\_\_\_ Address \_\_\_\_\_

Standard Industrial Classification No.: \_\_\_\_\_

**ZONE USE – (OFFICE USE ONLY)**

Area of Construction: Zone Map Key \_\_\_\_\_

Principle Use: Basement \_\_\_\_\_ 1<sup>st</sup> Floor \_\_\_\_\_ 2<sup>nd</sup> Floor \_\_\_\_\_

3<sup>rd</sup> Floor \_\_\_\_\_ 4<sup>th</sup> Floor \_\_\_\_\_ Other \_\_\_\_\_

ACCESSORY USES: (On same lot) \_\_\_\_\_

Parking, etc. \_\_\_\_\_ spaces to be provided. Treatment of parking surface \_\_\_\_\_

Conditional Use Permit Required: Yes  No  Approval Date: \_\_\_\_\_

Occupancy Permit Required: Building  Land  Approval Date: \_\_\_\_\_

Do not occupy a building or land until certified approval is requested and approved in writing by the Village of South Russell Building Department official.

**If Project is a Building Addition, Give Complete Information on Existing Building Here:**

**EXTERIOR DIMENSIONS:**

AREAS - SQ. FT.	WALLS	ROOF	FLOORS	CEILINGS
Basement _____ X _____ = _____	Masonry _____	Wood Frame Supported _____	Wood on wood joists _____	Exposed steel joists _____
1 <sup>st</sup> Floor _____ X _____ = _____	Frame, wood _____	All metal _____	Concrete on steel joists _____	Exposed wood joists _____
2 <sup>nd</sup> Floor _____ X _____ = _____	Metal _____	Reinforced concrete _____	Reinforced concrete _____	Plaster on wood lath _____
3 <sup>rd</sup> Floor _____ X _____ = _____	Other _____ (describe below)	Heavy Timber _____	Slab _____	Mineral Board _____
Other Floors _____ X _____ = _____ (describe below)		Other _____	Other _____	Other _____

Show any fire walls, their thickness and openings \_\_\_\_\_

Does addition block exits from present building? If so, how? \_\_\_\_\_

Comments or other explanation \_\_\_\_\_

ANY STORAGE BUILDING SHOULD INDICATE COMBUSTIBLE \_\_\_ OR NON-COMBUSTIBLE \_\_\_ STORAGE.

The proposed Addition, Alteration or Repair consists of:

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Occupancy in added or altered area: OBC No. \_\_\_\_\_ Write In \_\_\_\_\_

Contractor's Name	Address	Phone
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- \*General \_\_\_\_\_
- \*Mason \_\_\_\_\_
- \*Carpenter \_\_\_\_\_
- \*Plumber \_\_\_\_\_
- \*Electrical \_\_\_\_\_
- \*Heat \_\_\_\_\_
- \*Sewer Builders \_\_\_\_\_

\*Required to be licensed or registered.

**AGREEMENT**

The acceptance of the Approval and Permit herein applied for shall constitute an agreement on my/our part to abide by all the conditions herein contained, and to comply with all laws and ordinances of the Village and the laws of the State of Ohio relating to the work to be done thereunder; and said agreement is a condition of said Approval and Permit. It is a further condition of the Approval and Permit that contingencies noted or attached shall be completed.

The undersigned further states and affirms under the penalties of perjury that all of the foregoing statements and all the information contained is true. The undersigned further understands and is aware that any false statements contained in the foregoing application will render the undersigned liable to criminal prosecution.

Phone \_\_\_\_\_ Sig. Owner \_\_\_\_\_

Owner's Address \_\_\_\_\_

Phone \_\_\_\_\_ Sig. Authorized Agent \_\_\_\_\_

Address \_\_\_\_\_

**CCA - MUNICIPAL INCOME TAX FORM**

Date Permit Issued \_\_\_\_\_ Homeowner \_\_\_\_\_ Contractor Name \_\_\_\_\_  
 Municipality SOUTH RUSSELL VILLAGE Address \_\_\_\_\_ Address \_\_\_\_\_  
 Amount of Contract \_\_\_\_\_ For \_\_\_\_\_ City \_\_\_\_\_  
 Bldg. Permit # \_\_\_\_\_ Subdivision \_\_\_\_\_ F.I./S.S. # \_\_\_\_\_

TYPE	SUB CONTRACTORS	ADDRESS	F.I./S.S. #	CONTRACT AMOUNT	CCA
Excavation					
Trenching					
Sanitary Sewer					
Septic					
Storm Sewer					
Footers					
Down Spouts					
Masonry/ Block					
Concrete					
Heating					
Electric					
Plumbing					
Deck					
Walk/Patio					
Drive					
Fireplace					
Rough Carpenter					
Other					