

OTTAWA COUNTY COURT HOUSE
DEPARTMENT OF BUILDING INSPECTION
315 MADISON STREET, RM. 104
PORT CLINTON, OHIO 43452
419-734-6767

APPLICATION FOR RESIDENTIAL PERMITS

DATE: _____

IMPORTANT: APPLICANT TO COMPLETE ALL NECESSARY INFORMATION

TOWNSHIP, VILLAGE, CITY _____

NUMBER AND STREET _____

FLOOD ELEVATION REQUIRED YES NO OTHER _____

IF YES: BASE FLOOD ELEVATION _____

DESCRIPTION

NATURE OF JOB

New Additions Alterations Wrecking Moving (Relocation)

CONSTRUCTION CLASSIFICATION

On-Site Industrialized

PROPOSED USE

1 Family 2 Family 3 Family

COST OF CONSTRUCTION (Omit Cents) \$ _____

I hereby certify that I have examined the data furnished by the applicant and same is approved.

COMMENTS

ADDRESS AND/OR ROOM NO.

SIGNATURE

_____	Zoning Inspector, Zoning Permits	_____
_____	Health Dept., Co. Complex, 1856 E. Perry	_____
_____	315 Madison, Sanitary Engineer, Rm. 105	_____
_____	315 Madison, Regional Planning, Rm. 107	_____
_____	315 Madison, County Engineer, Rm. 106	_____
_____	State Highway Garage 419-898-4134	_____
_____	307 S. Railroad St., Oak Harbor, Ohio	_____
_____	Carroll Twp. Water Dept.	_____
_____	10340 W. St. Rt. 2, 419-898-5028	_____

I hereby approve the above application for permit _____

Chief Building Official

Port Clinton, Ohio _____

Date

RESIDENTIAL FEES CALCULATION SCHEDULE

NEW BUILDING, ADDITIONS, OR ALTERATIONS TO EXISTING BUILDING

NOTE: Fees based on gross area of each floor including basement, bonus rooms, garage, decks, and porches.

CHECK APPROPRIATE FLOOR(S)	TOTAL SQUARE FEET PER FLOOR	
A. BASEMENT/CRAWL		TOTAL PERMIT FEE FOR ITEMS LISTED BELOW: _____
B. FIRST FLOOR		
C. 2, 3 (CIRCLE FLOOR NO.)		
D. GARAGE		
E. DECK(S), PORCH(ES)		
F. OTHER		

TOTAL SQUARE FEET OF A+B+C+D+E+F (Use This Total to Compute Fees) = _____

NEW BUILDING PLANS:

A.	\$144.00	BASE FEE (NEW CONST., ADD.,ALT.)	\$	} SUBTOTAL _____ 1% SURCHARGE _____ TOTAL _____
A1.	\$.07	PER SQUARE FOOT	\$	
B.	\$ 23.00	CERTIFICATE OF OCCUPANCY	\$	
C.	\$ 57.00	CRAWL SPACE FOUNDATION ONLY	\$	
D.	\$ 86.00	BASEMENT FOUNDATION ONLY	\$	
E.	\$ 86.00	DECK	\$	
F.	\$ 57.00	EXISTING "ROOFED" PORCH - ENCLOSING	\$	
F1.	\$.07	ADDITIONAL FEE PER SQUARE FOOT	\$	
G.	\$ 86.00	DETACHED GARAGES & ACCESSORY BUILDINGS	\$	
G1.	\$.07	ADDITIONAL FEE PER SQUARE FOOT	\$	
H.	\$ 57.00	ROOF ONLY, OVER EXISTING PORCH/DECK	\$	
H1.	\$.07	ADDITIONAL FEE PER SQUARE FOOT	\$	
I.	\$144.00	ROOF OVER MANUFACTURED HOME	\$	
J.	\$ 86.00	HANDICAP RAMP	\$	
K.	\$ 86.00	CARPORT - METAL AWNING	\$	
L.	\$144.00	LEAN-TO	\$	

INDUSTRIALIZED UNIT:

A.	\$ 86.00	BASE FEE	\$	} SUBTOTAL _____ 1% SURCHARGE _____ TOTAL _____
A1.	\$.04	PER SQUARE FOOT	\$	
B.	\$.07	PER SQUARE FOOT OF ATTACHED STRUCTURES	\$	
C.	\$ 69.00	ELECTRIC SERVICE	\$	
C1.	\$ 2.30	PER CIRCUIT (FOR SITE-INSTALLED)	\$	
D.	\$ 69.00	HEATING SYSTEM	\$	
D1.	\$.03	PER SQUARE FOOT OF HEATED AREA	\$	
E.	\$ 23.00	CERTIFICATE OF INSPECTION	\$	
F.	\$ 57.00	CRAWL SPACE FOUNDATION ONLY	\$	
G.	\$ 86.00	BASEMENT FOUNDATION ONLY	\$	

ELECTRICAL PERMIT:

A.	\$ 69.00	BASE FEE	\$	}	SUBTOTAL	_____
B.	\$ 2.30	PER BREAKER (No. of breakers)	\$		1% SURCHARGE	_____
C.	\$ 29.00	METER RECONNECT	\$		TOTAL	_____
D.	\$ 29.00	TEMPORARY SERVICE	\$			
E.	\$ 57.00	SERVICE CHANGE OR UPGRADE	\$			

HEATING PERMIT:

A.	\$ 69.00	BASE FEE	\$	}	SUBTOTAL	_____
B.	\$.03	PER SQUARE FOOT OF HEATED AREA	\$		1% SURCHARGE	_____
C.	\$ 57.00	FURNACE REPLACEMENT – SAME FUEL	\$		TOTAL	_____
D.	\$ 57.00	FURNACE REPLACEMENT – DIFFERENT FUEL	\$			
E.	\$ 57.00	EXTEND DUCTWORK FROM EXISTING SYSTEM	\$			
F.	\$ 57.00	ADDING A/C TO EXISTING SYSTEM	\$			
G.	\$ 57.00	AIR HANDLER WITH DUCT WORK	\$			
H.	\$ 57.00	WOOD BURNERS, FIREPLACES, WALL HEATERS	\$			

DEMOLITION OF STRUCTURE (over 600 sq. ft.)	\$ 29.00
SPECIAL INSPECTION (HEALTH & SAFETY)	\$ 57.00
SPECIAL INSPECTION (INCLUDING AFTER HOURS)	\$115.00
REINSPECTION FEE (required if requested inspection is not ready, disapproved or partial)	\$ 29.00
DEVELOPMENT PERMIT (100 YEAR FLOOD PLAIN)	\$ 41.00
DEVELOPMENT PERMIT (SITE FILLING & GRADING)	\$144.00
APPEAL TO OTTAWA COUNTY FLOOD PLAIN VARIANCE BOARD FOR 100-YEAR FLOOD PLAIN REQUIREMENTS	\$ 57.00
APPEAL TO OTTAWA COUNTY BOARD OF BUILDING STANDARDS	\$115.00

LATE FILING FEE - FILING APPLICATION FOR A PERMIT AFTER WORK HAS STARTED = 100% OF THE NORMAL FEE
(ADDED TO THE NORMAL FEE)

WHEN ALL DEPARTMENTS (THAT ARE APPLICABLE TO YOUR PROJECT) HAVE GIVEN SIGNED APPROVAL, APPLY AT OTTAWA COUNTY DEPARTMENT OF BUILDING INSPECTION OFFICE. THE REQUIREMENTS FOR PERMIT APPLICATIONS ARE:

1. Completed application form and fees paid at the time of application.
2. TWO SETS OF PLANS, DRAWN TO SCALE, which includes:
 - a) Footer/Foundation Plan
 - b) Left, right, front and rear exterior elevations
 - c) Wall section showing framing details
 - d) Floor Plan (including framing layout)
 - e) Plot Plan showing buildings, septic tank, well, etc.
 - f) Roof Framing Plans
3. Two copies pre-engineered wood roof truss documents. Required prior to fabrication.

MAKE CHECKS PAYABLE TO:

OTTAWA COUNTY BUILDING INSPECTION DEPARTMENT
315 MADISON ST., RM. 104
PORT CLINTON, OH 43452

TELEPHONE: (419) 734-6767

FAX: (419)-734-6853

OTTAWA COUNTY RESIDENTS ONLY: 1-800-788-8803

SEWAGE DISPOSAL TYPE

- Private (Septic Tank, etc.)
- Public (City, County)

WATER SYSTEM TYPE

- Well
- Public (City, County)

DESCRIPTION OF WORK:

IDENTIFICATION: To be completed by all applicants

OWNER AND/OR LESSEE:

NAME: _____ PHONE NO. _____

ADDRESS: _____

CITY/STATE/ZIP: _____

BUILDING CONTRACTOR:

NAME: _____ PHONE NO. _____

ADDRESS: _____

CITY/STATE/ZIP: _____

ELECTRICAL CONTRACTOR: _____

HEATING CONTRACTOR: _____

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to all applicable laws of this jurisdiction.

SIGNATURE OF APPLICANT (Contractor/Home Owner) Application Date