



City of North Royalton

Mayor Larry Antoskiewicz
Community Development, Building Division
David Smerek, Building Commissioner
11545 Royalton Road, North Royalton, OH 44133

Phone: 440-582-3000

APPLICATION FOR PERMIT (MISCELLANEOUS) Additions, Alterations, Electrical, HVAC, Plumbing, Paving, Roofing, Accessory Structures, Etc.

- Submit one completed application per building or structure. Type or print all information in ink. Fill in the forms completely. Incomplete forms may delay processing.
- **Residential** (one-, two- and three-family) submissions shall consist of two (2) hard copies of the entire set of construction documents (drawings and specifications) in compliance with RCO 107.2.3 and 106.1. Submit a homeowners association approval letter if applicable.
- **Non-residential** submissions shall consist of three (3) hard copies of the entire set of construction documents (drawings and specifications) as well as a digital copy (PDF) of the entire set of construction documents (drawings and specifications) in compliance with OBC 107.2.3 and 106.1.
- The permit is invalid if construction, erection, alteration or other work upon the building has not commenced within 12 months of the approval of the residential construction documents.

1. PROJECT LOCATION (OBC/RCO 107.2.2):

Address / Permanent Parcel Number / Sublot _____ Occupant, Business or Tenant (if applicable) _____

2. TYPE OF PROJECT / WORK:

Residential _____ Non-residential _____
 One-, Two- and Three-family Commercial and Multi-family

Addition _____ Alteration _____ Other _____
 Provide square footage Provide square footage Provide description – additional space provided below

3. SCOPE OF PROJECT / WORK (OBC/RCO 107.2.1):

Building / General _____ Electrical _____ Fire Protection Systems (describe) _____
 HVACR (Mechanical) _____ Plumbing _____ Specialty/Misc./Other (describe) _____

4. LIST OF CONTRACTORS / SUB-CONTRACTORS (N.R.C.O. 1444):

Carpentry _____ Masonry _____
 Electrical _____ Plumbing _____
 Excavation _____ Roofing _____
 General _____ Specialty / Miscellaneous / Other _____
 HVACR (Heating Ventilation Air-conditioning and Refrigeration) _____ Specialty / Miscellaneous / Other _____

5. DESCRIBE THE SCOPE OF WORK COVERED UNDER THIS APPLICATION (OBC/RCO 107.2.1):

Examples of information to be included within the description: **Building/General** – size of accessory structure or addition, construction type, etc.; **Electrical** – number of fixtures, receptacles, service type, motor size, etc.; **Mechanical** – type of furnace, condensers, BTU, etc.; **Plumbing** – number and types of fixtures, gas piping size and length, storage tank type and size, etc.; **Miscellaneous** – concrete area, length of sanitary piping, etc.

6. ESTIMATED CONSTRUCTION COST:

The International Code Council "Building Valuation Data" construction cost guide or an industry standard estimating guide such as R S Means may supersede estimated value provided.

7. PROPERTY OWNER:

_____ Name	_____ Name of Business (if applicable)
_____ Address	_____ Office / Residential / Mobile Phone Number
_____ City, State and Postal Code	_____ Email (electronic mail)

8. APPLICANT – OWNER OR DESIGNATED REPRESENTATIVE (OBC/RCO 107.2):

_____ Name	_____ Name of Business (if applicable)
_____ Address	_____ Office / Residential / Mobile Phone Number
_____ City, State and Postal Code	_____ Email (electronic mail)

9. CERTIFICATION (OBC/RCO 107.2.4):

I certify that I am the _____ Owner _____ Owners Authorized Agent and that all of the information contained in this application is true, accurate and completed to the best of my knowledge. All official correspondence related to this application should be sent to my attention at the address shown above. We agree to notify the Building Division for all necessary inspections.

_____ Signature	_____ Printed Name, Title and Date
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10. HOMEOWNER PERMIT (COMPLETE IF THE WORK SHALL BE EXECUTED BY THE HOMEOWNER)

All homeowners that obtain their own permits shall assume all responsibilities for damages, performance, inspections, etc. All subcontractors shall be registered, bonded and insured with the city according to codified ordinance Chapter 1444.

_____ Signature	_____ Printed Name, Title and Date
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PERMIT FEES AND NOTES

_____ Permit Application Number	_____ Building Commissioners Signature and Date
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