



**CITY OF REMINDERVILLE  
APPLICATION FOR RESIDENTIAL PLAN APPROVAL**

<b>1 SCOPE OF PROJECT:</b> <input type="checkbox"/> Building General <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Sprinkler System <input type="checkbox"/> Fire Alarm	<b>2 TYPE OF PROJECT:</b> <table style="width:100%;"> <tr> <td><input type="checkbox"/> New Construction*</td> <td><input type="checkbox"/> Central air unit</td> <td><input type="checkbox"/> Drive, apron, &amp; sidewalk</td> </tr> <tr> <td><input type="checkbox"/> Additions*</td> <td><input type="checkbox"/> Furnace</td> <td><input type="checkbox"/> Patio</td> </tr> <tr> <td><input type="checkbox"/> Alterations and repairs</td> <td><input type="checkbox"/> Hot water tank</td> <td><input type="checkbox"/> Swimming pool</td> </tr> <tr> <td><input type="checkbox"/> Deck, Gazebo, Dock*</td> <td><input type="checkbox"/> Security &amp; Communications</td> <td><input type="checkbox"/> Siding and gutters</td> </tr> <tr> <td><input type="checkbox"/> Fence*</td> <td><input type="checkbox"/> Lawn sprinkler</td> <td><input type="checkbox"/> Window replacement</td> </tr> <tr> <td><input type="checkbox"/> Shed*</td> <td><input type="checkbox"/> Roof replace/repair</td> <td><input type="checkbox"/> Other</td> </tr> </table>	<input type="checkbox"/> New Construction*	<input type="checkbox"/> Central air unit	<input type="checkbox"/> Drive, apron, & sidewalk	<input type="checkbox"/> Additions*	<input type="checkbox"/> Furnace	<input type="checkbox"/> Patio	<input type="checkbox"/> Alterations and repairs	<input type="checkbox"/> Hot water tank	<input type="checkbox"/> Swimming pool	<input type="checkbox"/> Deck, Gazebo, Dock*	<input type="checkbox"/> Security & Communications	<input type="checkbox"/> Siding and gutters	<input type="checkbox"/> Fence*	<input type="checkbox"/> Lawn sprinkler	<input type="checkbox"/> Window replacement	<input type="checkbox"/> Shed*	<input type="checkbox"/> Roof replace/repair	<input type="checkbox"/> Other
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**\*Must obtain approval of the Architectural Board of Review. Applicant must attend the meeting.**

**3 APPLICATION RELATED INFORMATION:**

Is this project being submitted as a result of a previous preliminary plan review?  
 No       Yes, please provide the preliminary plan review number: \_\_\_\_\_

Is this application being submitted as a result of a Notice of Violation or Adjudication Order that you received?  
 No       Yes, please provide the adjudication order number: \_\_\_\_\_

**4 PROJECT/BUILDING LOCATION: (OBC 107.2.2)**

Street Address \_\_\_\_\_ City Reminderville State OH Zip Code \_\_\_\_\_  
 Parcel Number \_\_\_\_\_ Sub lot \_\_\_\_\_ County \_\_\_\_\_ Summit \_\_\_\_\_

**\*New construction and additions:**

Square Footage \_\_\_\_\_ # Bedrooms \_\_\_\_\_ # Baths \_\_\_\_\_

Is this project/building located in a flood plain?       Yes       No

Has flood plain administrator been contacted for requirements?       Yes       No

**5 BRIEF DESCRIPTION OF THE SCOPE OF WORK COVERED UNDER THIS APPLICATION: (OBC 107.2.1)**

**6 OWNER INFORMATION:**       Check here if owner address is the same as the project location.

Owner \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone No. \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**7 CONTRACTOR INFORMATION:**       Check here if owner is completing the work – signed affidavit required

Company \_\_\_\_\_ Contact \_\_\_\_\_  
 Contractor Registration Number \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone No. \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**8 REGISTERED DESIGN PROFESSIONAL INFORMATION:**       Architect       Engineer       Certified fire protection system designer (OBC 107.4.4)

Designer \_\_\_\_\_ Registration /Certificate No.: \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone No. \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**9 COST OF WORK COVERED BY THIS APPLICATION:** \_\_\_\_\_

**ARCHITECTURAL BOARD OF REVIEW APPROVAL, IF APPLICABLE:**

\_\_\_\_\_



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<b>10 CERTIFICATION: (OBC 107.2.5)</b> I certify that I am the <input type="checkbox"/> Owner <input type="checkbox"/> Agent for the owner and all information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above.  Signature _____ Print Name: _____ Date _____	<b>11 THE AREA BELOW IS FOR OFFICIAL USE ONLY:</b> Date received _____ Appl. No.: _____ Check No.: _____ Verification # _____ Processed by: _____ <input type="checkbox"/> Walk in <input type="checkbox"/> Mail in
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**Plan Review Fee:**

Applies to projects that go before the Architectural Board of Review. The fee is due at the time the application is submitted.

Building Official Review \_\_\_\_\_  
 Architectural Board of Review \_\_\_\_\_

**Permit Fee:**

**Ohio Building Code Fees (A)**

Base Fee \_\_\_\_\_  
 Plan Review \_\_\_\_\_  
 Fire Protection \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Subtotal (A)** \_\_\_\_\_

**Local Fees and Deposits (B)**

Grade Fee \_\_\_\_\_  
 Certificate of Occupancy \_\_\_\_\_  
 Street Opening \_\_\_\_\_  
 Cash Bond Deposit \_\_\_\_\_  
 \_\_\_\_\_  
**Subtotal (B)** \_\_\_\_\_

**Surcharges (C)**

Ohio BBS Surcharge (1%) \_\_\_\_\_  
 City Surcharge (5%) \_\_\_\_\_  
**Subtotal (C)** \_\_\_\_\_

**TOTAL** \_\_\_\_\_

Information concerning permits and fees can be located in the City of Reminderville Codified Ordinances – **1333.02 PERMITS AND FEES**. Access the codified ordinances online at [reminderville.com](http://reminderville.com).



SUMMIT COUNTY - 3382 GLENWOOD BLVD. - REMINDERVILLE, OHIO 44202 - 330-562-1234

*"An Equal Opportunity Employer and Service Provider"*