



CITY of NORTH OLMSTED

Mayor Kevin M. Kennedy

Division of Building

A 5200 Dover Center Road | North Olmsted, Ohio 44070 P 440-777-8000 F 440-777-5889

Regulations For Additions

1. An addition to the main dwelling structure becomes part of the main structure.
2. The maximum height of a dwelling shall not exceed thirty-five (35) feet.
3. The maximum lot coverage by the main use shall not exceed twenty-five (25) percent.
4. The maximum setback from the front street line and from the rear property line shall be not less than fifty (50) feet.
5. The minimum side yard shall be not less than five (5) feet on the side and the sum of the two sides not less than twenty (20) feet, unless there is an attached garage where the sum is to be not less than fifteen (15) feet. In no case shall the distance between dwellings be less than fifteen (15) feet. A drive may be placed in a side yard providing such side yard is no less than fifteen (15) feet.

Submittal For Permit

1. Please allow for a review period of up to 30 days.
2. **Two (2) sets of construction documents (drawings)** of each of the following must accompany the application:
 - A. A site plan showing all yard and house measurements, exactly where the addition will be built, dimensions to all adjoining buildings and property lines, and any accessory structures in the yard.
 - B. A cross section detail showing all materials that will be used to construct the addition.
 - C. A floor plan showing the existing and the proposed lay out.
 - D. Elevations showing what the finished product should look like.
 - E. REScheck compliance report 4.2.1 based on the 2012 IECC model energy code found online at www.energycodes.gov/index.stm.
 - F. Window and door schedule showing manufacturer, rough opening sizes, and type.
 - G. Heat calculations
 - H. Electrical load calculations for additions larger than 500 square feet in accordance to NEC 220.12 or 220.14, as applicable.
 - I. See RCO 106.1 for additional information.

The drawings have to be architecturally drawn and must be a minimum 1 inch = 20 feet scale for the Site Plan and ¼ inch = 1 foot scale for all other drawings.

Computer generated details and construction documents are acceptable. If technical analysis is required, documentation with the technical analysis or the seal of a design professional is required.

3. Application must include size of the addition and any alterations, a cost breakdown of the addition and any alterations, name of contractor, and a description of the work being done.
4. Contractor must be registered with the City of North Olmsted and is responsible to obtain required permit.

CHECKLIST FOR RESIDENTIAL PLAN REVIEW

(All bold titles and *italicized* text is from the Residential Code of Ohio – 2013)

THE FOLLOWING DOCUMENTS, IF APPLICABLE, NEED APPROVAL IN THE FOLLOWING ORDER:

1. Submitted 'Site Plan' (see below) needs preliminary approval by City Zoning Department (required)
2. Approval by City Board of Zoning Appeals (if applicable)
3. Approval by City Council (if applicable)
4. Approval by City Engineering Department shall include the following (required):
 - **Site Plan (For new houses only - signed and sealed by Professional Land Surveyor)**
 - **Residential buildings or structures located in flood hazard areas.** *Construction documents submitted for residential buildings or structures located in communities with identified flood hazard areas shall include the current FEMA "Flood Hazard Boundary Map" (FHBM), "Flood Insurance Rate Map" (FIRM) or "Flood Boundary Floodway Map" (FBFM) for the project location. The required site plan shall include building elevations using the same datum as the related flood hazard map. The owner shall be responsible for the compliance with local flood damage prevention regulations for additional critical elevation information for the project site.*

THE FOLLOWING SHALL BE INCLUDED IN THE CONSTRUCTION DOCUMENTS AND SUBMITTED:

- ✓ **Index.** *An index of drawings located on the first sheet;*
- ✓ **Site plan.** *A site plan showing a north orientation arrow, the size and location of new residential construction and all existing structures on the site, all property and interior lot line locations with setback and side yard dimensions and distances from buildings to lot lines, and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures that are to remain on the site. The Residential Building Official is authorized to waive or modify the requirement for a site plan when warranted.*
- ✓ **Floor plans.** *Complete floor plans, including plans of full or partial basements and full or partial attics. Floor plans must show all relevant information such as door swings, stairs and ramps, windows, shafts, all portions of the means of egress, etc., and shall be sufficiently dimensioned to describe all relevant space sizes. Wall materials shall be described by cross-hatching (with explanatory key), by notation, or by other clearly understandable method. Spaces must be identified by how each space is intended to be used*
- ✓ **MEC Check Energy documentation (included in package)**
- ✓ **Door and window schedule and specifications**
- ✓ **Roof and wall covering specifications**
 - **Exterior wall envelope.** *The residential construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane, all elevations necessary to completely describe the exterior of the residential building including floor to floor dimensions, and details around openings.*
 - **Sections.** *Cross sections, wall sections, details including typical connections as required to fully describe the residential building construction showing wall, ceiling, floor and roof materials. Residential construction documents shall describe the exterior wall envelope in sufficient detail to determine compliance with this code.*
- ✓ **Engineered truss drawings**
- ✓ **Design loads information**
- ✓ **Foundation plan and footer schedule**
 - **Structure.** *Complete structural description of the residential building including size and location of all structural elements used in the design of the residential building and other data as required to fully describe the structural system;*
- ✓ **Ratings.** *The fire-resistance ratings of all structural elements as required by this code, data substantiating all required fire-resistance ratings including details showing how penetrations will be made for electrical, mechanical, plumbing, and communication conduits, pipes, and systems, and the materials and methods for maintaining the required structural integrity, fire-resistance rating, and fire stopping;*
- ✓ **Electrical, Plumbing, HVAC**
 - **System descriptions.** *Description of the mechanical, plumbing and electrical systems, including: materials; location and type of fixtures and equipment; materials, and sizes of all ductwork; location and type of heating, ventilation, air conditioning and other mechanical equipment; and all lighting and power equipment;*
- ✓ **Additional information.** *Additional graphic or text information as may be reasonably required by the residential building official to allow the review of special or extraordinary construction methods or equipment.*
- ✓ **Fire protection system drawings.** *Construction documents for the fire protection system(s) shall be submitted to indicate conformance with this code and shall be approved prior to the start of system installation.*
- ✓ **Any factory made appliance instruction sheets**
 - **Manufacturer's installation instructions.** *Manufacturer's installation instructions, as required by this code, shall be available on the job site at the time of inspection. A copy shall also be provided for Building Department reference.*
- ✓ **Amended construction documents.** *If substantive changes to the residential building are contemplated after first document submission, or during construction, those changes must be submitted to the residential building official for review and approval prior to those changes being executed. The residential building official may waive this requirement in the instance of an emergency repair, or similar instance.*