

Residential Permits Forum

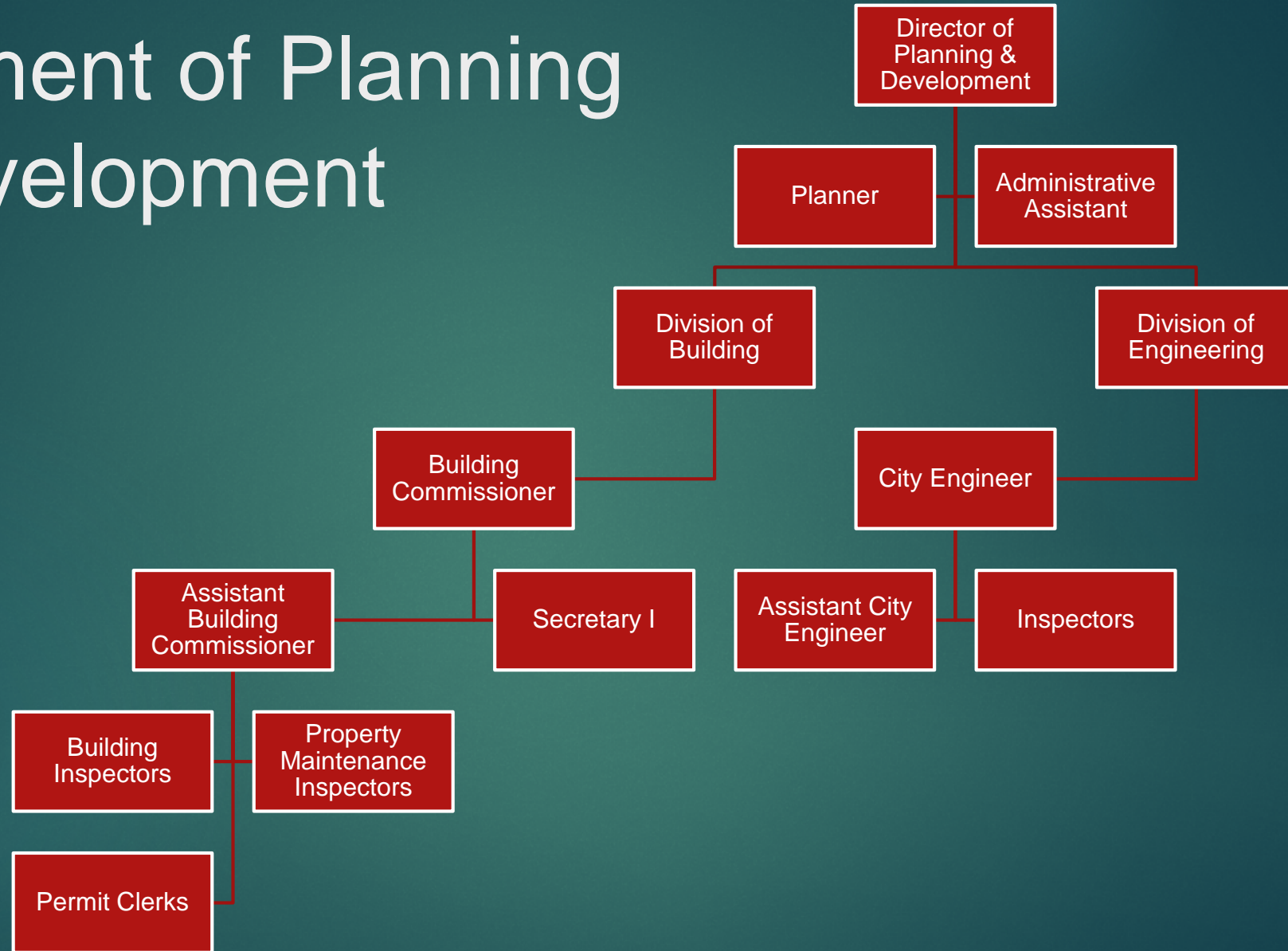


JUNE 17, 2019

Forum Objectives

- ▶ Introduce city departments and their services
- ▶ Review applicable codes and ordinances
- ▶ Describe the review and permitting process for residential permits
- ▶ Provide helpful resources for your project

Department of Planning and Development



Planning & Development

Planning

Administers city zoning code

Assists property owners with variance requests and required special reviews (conditional uses, properties within historic district, etc.)

Provides staff support to the Planning & Design Commission, Building & Zoning Board of Appeals and Landmarks Commission

Building

Certified by the State of Ohio as both a residential and commercial building department

Reviews/issues building and trades permits; registers contractors working in the city

Enforces zoning and state building codes

Vested with “police powers” to promote health, safety and welfare of our residents and people in the City

Engineering

Administers codes and enforces regulations relating to how improvements are made to a site outside of the building footprint

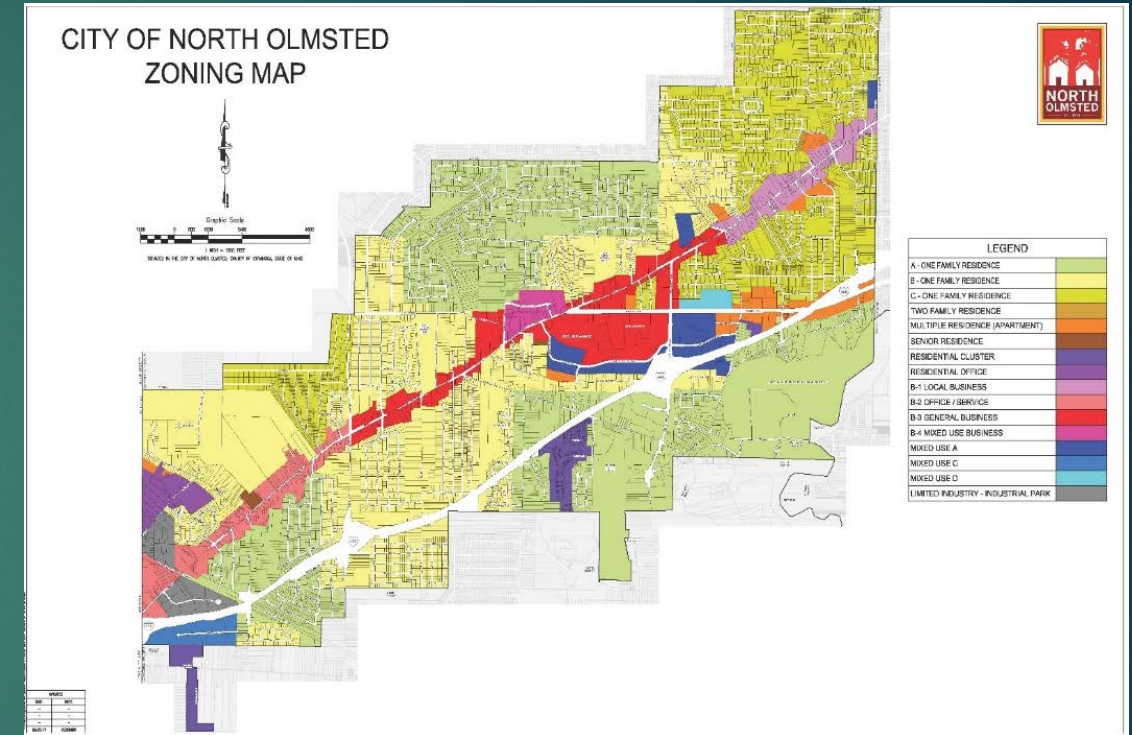
Reviews and issues permits for sidewalks, aprons, grading and storm/sanitary sewer repair or replacements

Applicable Codes & Ordinances

- ▶ North Olmsted Planning & Zoning Code (N.O.C.O. Title 11)
- ▶ Ohio Building Code (OBC)
 - ▶ State code governing commercial construction
- ▶ Residential Code of Ohio (RCO)
 - ▶ State code governing residential construction
- ▶ North Olmsted Building Code (N.O.C.O. Title 13)
- ▶ North Olmsted Streets, Utilities & Public Services Code (N.O.C.O. Title 9)

Planning & Zoning Code

- ▶ Local regulations for the development of land
 - ▶ Use. Defines permitted, conditional and accessory uses.
 - ▶ Location. Defines where improvements may be placed, including setbacks, size, lot coverage and height.
- ▶ Regulations governing one and two-family residence districts are found in Chapter 1135 of the Zoning Code.



Building Code

- ▶ As a state-certified building department, the City must enforce State requirements for construction of buildings and structures.
- ▶ The City has additional local requirements:
 - ▶ Contractor registration
 - ▶ Licensing of rental units
 - ▶ Development in flood zones
 - ▶ Property maintenance codes
 - ▶ Miscellaneous regulations: swimming pools, fences and screen walls, etc.



Appeals from Codes & Ordinances

- ▶ North Olmsted Building & Zoning Board of Appeals
 - ▶ Five-member volunteer board of city residents with skills or experience in fields related to the construction industry
 - ▶ Where strict adherence to local regulations would create a hardship, property owners may request a variance; applicants may also appeal opinions and decisions of the Building Commissioner
 - ▶ Completed applications are due two weeks prior to the meeting date; owners are required to attend, present their case and answer questions of the Board
- ▶ Ohio Board of Building Appeals
 - ▶ State board considers appeals from state building code regulations

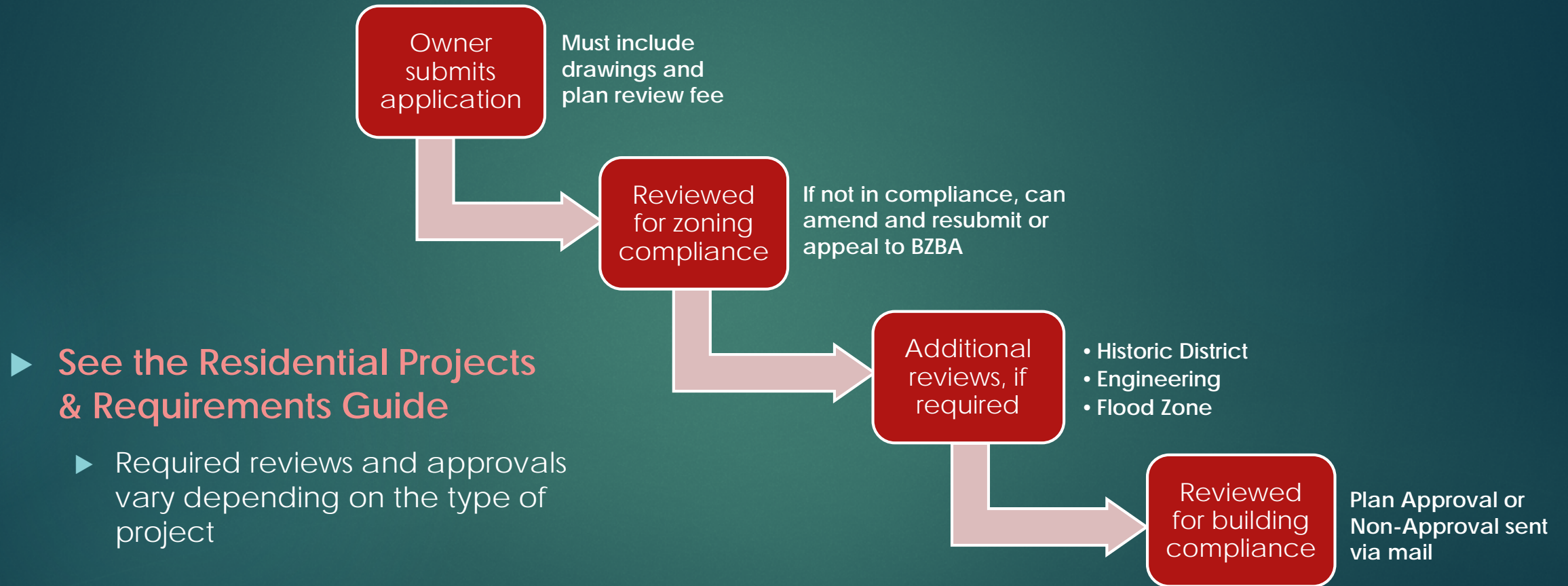
Frequent Residential Permits

2018 Residential Permits	Issued
Roofing	430
Windows	361
HVAC System	261
Fence	249
Apron, Driveway, Sidewalk	261
Residential Alteration	180
Patio/Driveway	156
Plumbing & Sewer	139
Electrical - New Construction	95
Building Sanitary Sewer	80
Waterproofing	80
Accessory Structure over 200 SF	65
Siding	56
Storm Sewer	49
Swimming Pool	28
Combination Roof, Siding, Windows	25
Gas Piping	20
Detached Garage	20
Deck	19

Plan Review & Permit Approval

- ▶ The process depends on the scope and type of project. The process starts with the application for a building permit and ends with the final inspection/approval or the issuance of a Certificate of Occupancy.
- ▶ **Exceptions.** Most improvements require permits, except those that are exempt by the Residential Code, including but not limited to:
 - ▶ Painting
 - ▶ Carpet
 - ▶ Hardwood floors
 - ▶ Tile
 - ▶ Cupboards

Required Reviews and Approvals



Division of Building Responsibilities

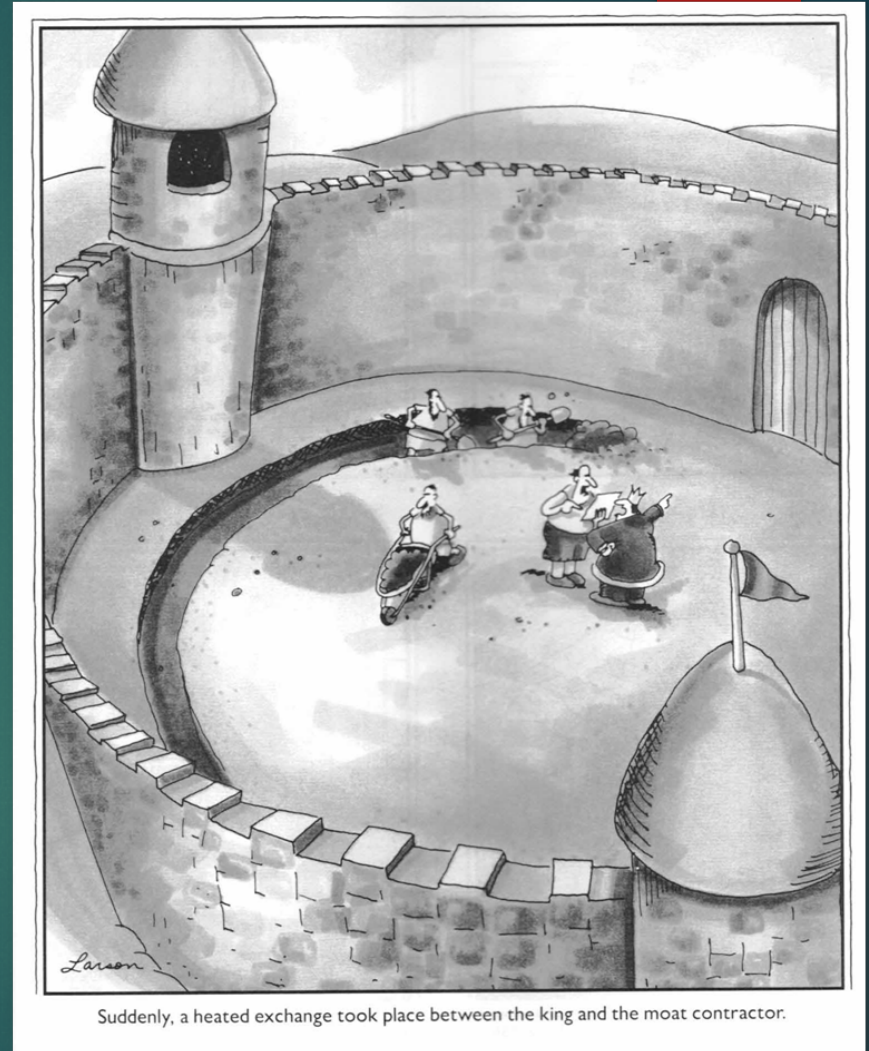
- ▶ Building Official & Plans Examiner
 - ▶ State Certified Building Official, Residential Building Official and Master Plans Examiner
 - ▶ Enforces the rules of the Ohio Board of Building Standards (OBBS) and Chapters 3781 and 3791 of the Ohio Revised Code.
 - ▶ Receives applications, reviews construction documents and ascertains construction indicated is within requirements.
 - ▶ Issues plan approval for construction, erection, alteration, demolition and moving of buildings.
 - ▶ Issues Certificates of Occupancy.

Division of Building Responsibilities

- ▶ Building Inspectors & MEP Inspectors
 - ▶ State Certified Building Inspectors, Electrical Inspectors, Plumbing Inspectors (both residential and commercial)
 - ▶ Determine work is performed in accordance with approved construction documents.
 - ▶ Communicate the results of their inspections.
- ▶ Staff does not arbitrate civil disputes or enforce construction contracts.

Drawing Requirements

- ▶ Drawings must be complete – good drawings eliminate unreasonable disagreement and provide the basis of your license to construct.
- ▶ For residential projects, the Residential Code of Ohio (RCO) Section 106.1 describes the information that must be included on construction documents submitted.



Suddenly, a heated exchange took place between the king and the moat contractor.

WORK BY OWNER:

- FINISH FLOORING
- PAINTING/STAINING

1/2" GYP. BRD. ON 2X4 STUDS
@ 16" O.C., TYP.

REMOVE OUTLET, TYP.

INCANDESCENT DOWNLIGHT
FIXTURE, TYP.

FIXTURE TO BE REMOVED,
TYP.

PLYWOOD ACCESS PANEL
FOR VALVE IN CEILING,
TYP.

EXIS. ELEC. PNL.

LAUNDRY ROOM
UNFINISHED (NO GYP. BRD.
THIS SIDE)

EXIS.
F.A.

EXIS.
H.W.H.

PROVIDE 6" Ø DUCT TO
4X12 ADJ. SLIDE DIFF.
IN BATH

USE WTR. RESISTANT
G.B. AT SHOWER

60 CFM, MIN.
EXH. FAN, DUCT BETWEEN
JOISTS TO EXT.

PLYWOOD ACCESS PNL.

TIE INTO EXIS. H9 CW
THIS AREA
EXIS. GAS. MTR

EXIS. 4" STACK

TIE INTO EXIS. 2" V. UP
FOR NEW PLUMBING

TRENCH & REPAIR CONC. AS
REQ'D FOR NEW PLUMBING.
INSULATE ALL CW PIPES ABOVE
FINISHED CEILING.

REMOVE 2" VENT

REMOVE A CAP 1/2" ON

(5) 18" DP. WOOD
SHELVES ON ADJ. STDS.
& BRACKETS

CLOSET
UNFINISHED

LIGHT FIX.
TO REMAIN

EXIS. WTR. MTR

PROVIDE 1/2" GYP. BRD. CEILING ON
FURRING TO CLEAR OBSTRUCTIONS
ON CEILING IN BATH, REC. ROOM, & HALL

ALL WORK SHALL BE IN
COMPLIANCE WITH ALL CODES &
REGULATIONS.

CONTRACTOR SHALL VERIFY ALL
DIMENSIONS, CLEARANCES, DOORHTS,
DEMO (INCL. ELEC.) REQ'D BY THE WORK

RECREATION ROOM

4X12 P.A.
GRILLE

1/2" GYP. BRD. ON 2X4 FURRING @ 16" O.C.
(ON SIDE) W/ 1/2" EPS INSULATION
IN GRACES, TYP.

NORTH

BASEMENT PLAN

SCALE:

1/4" = 1'-0"

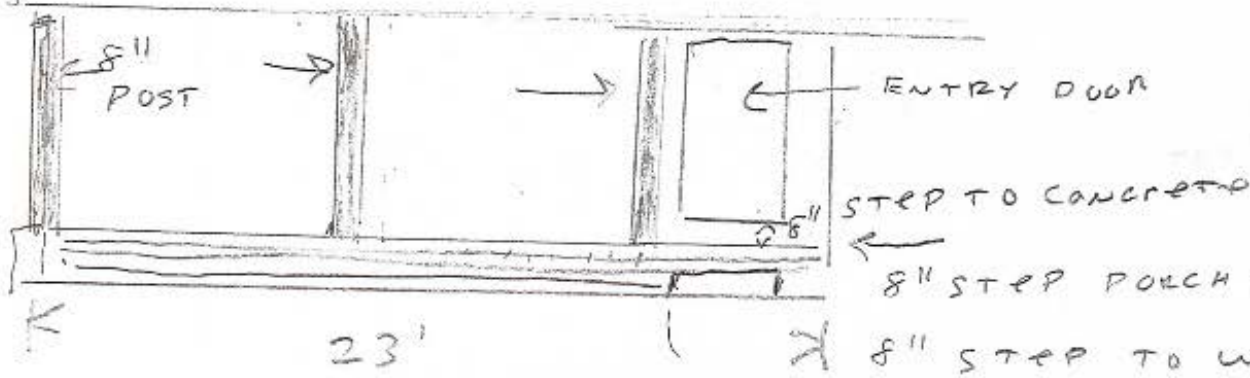


FRONT
VIEW

BRICK
FACED

ROOF LINE

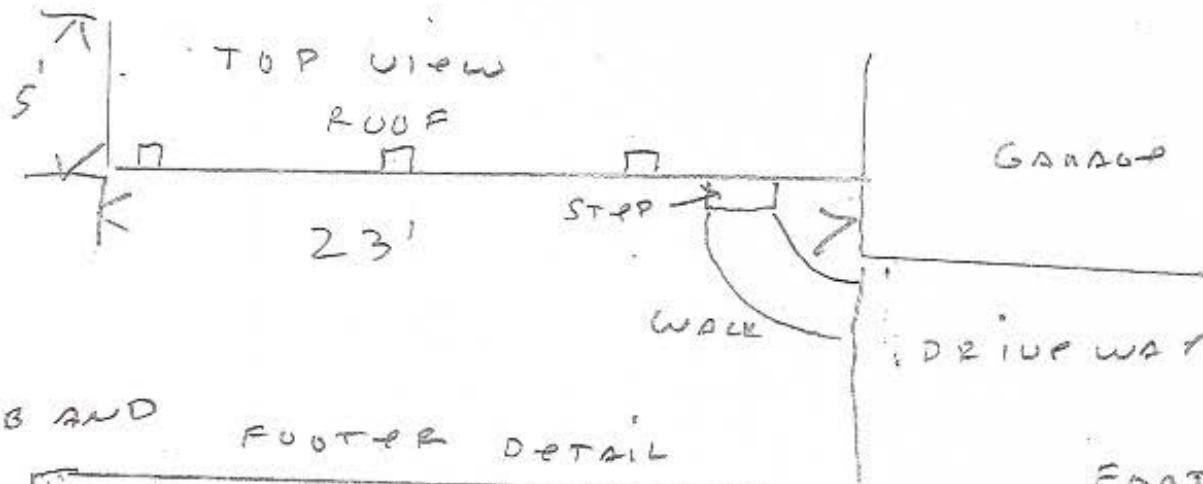
1 888 278 2476



ENTRY DOOR

8\"/>

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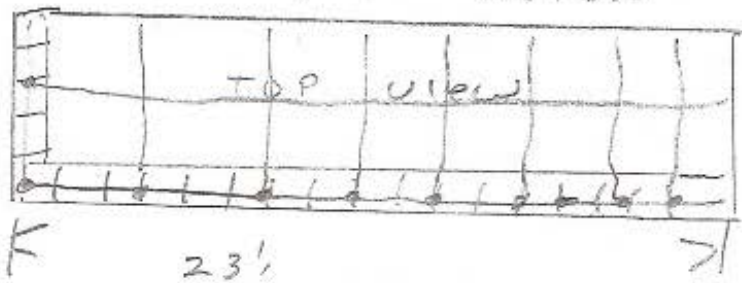


BUILDING DEPARTMENT CO

SLAB AND

FOOTER DETAIL

8\"/>



1/2\"/>

FOOTER SIDE VIEW

4\"/>

SIX COURSES

BRICK AND 4\"/>

RECEIVE

APR 28 2017

NORTH OLMSTE
BUILDING DEPT.

Plan Approval

- ▶ Plan approval is a license to construct in accordance with the approved plans. Complete plans are not only required by the RCO, but protect the applicant in their expectations.
 - ▶ Applications not in compliance are given a chance to resolve the issue(s) or appeal to the BZBA.
 - ▶ When plans are found to be in compliance with the RCO, a certificate of plan approval is issued in the form of a letter.
- ▶ A building permit is issued when plan approval has been obtained, the proposed project's compliance with the zoning ordinance is verified, and upon payment of a building permit fee.

Pulling Permits

- ▶ Permit fee paid at the time of issuance
- ▶ Who can pull a permit?
 - ▶ Registered Contractor
 - ▶ Homeowner
 - ▶ Must reside at the home
 - ▶ Work must be self-performed
 - ▶ Must be familiar with applicable codes; will need to demonstrate knowledge prior to permit being issued



Inspections

- ▶ When permit is issued, the applicant will receive a list of required inspections.
- ▶ You/contractor must call the Division of Building to schedule the inspection(s) and receive the inspector's approval before covering up any work.
- ▶ Information must be on site and available for use by the inspector:
 - ▶ Approved construction drawings
 - ▶ Manufacturer's installation instructions and product info
 - ▶ Standards (UL, NFPA, etc.)
 - ▶ Requirements of the RCO or OBC
 - ▶ The installer's knowledge, judgment and skill

Resources

- ▶ Codified Ordinances are available at North-Olmsted.com
- ▶ Reference materials are located on Building's webpage for many residential projects, including:
 - ▶ Guides and Example Drawings for Decks, Driveways and Fences
 - ▶ Permit Fee Schedule
 - ▶ Permit Applications
 - ▶ Code Commentary RCO Section 106 – regarding drawing requirements
- ▶ Cuyahoga County GIS – find property layout with dimensions - <http://myplace.cuyahogacounty.us/>

Selecting a Contractor

- ▶ How long have you been in business? Provide references.
- ▶ Is your company licensed in the State of Ohio? Are you registered in the City of North Olmsted? Do you carry liability and workman's compensation insurance?
- ▶ Are you familiar with the State of Ohio Building Codes? Who will provide any required drawings and what are their qualifications?
- ▶ Who will be responsible to pull permits?
- ▶ Will you sub-contract this work to another contractor?
- ▶ Provide a written contract of the work to be performed that includes a time line for the work to be started and completed along with a payment schedule.
- ▶ Does the contract have a termination clause?
- ▶ What type of guarantee do you provide?

Questions?

