



Building Department Application For Plan Review (Residential)

The Building Department
9543 Broadview Road • Broadview Heights, OH 44147 • Ph: 440-526-6864

Instructions and Additional Information

The application and form must be typed or clearly written in blue or black ink. If an application is submitted and is not complete or missing information it can delay processing of the application.

All fees must be paid for a permit to be issued. Fees can be paid by cash, check or credit card (\$0.50 minimum charge & 3.5% service charge). Cash and credit cards are only accepted in person.

Commercial Projects require a \$200.00 Plan Examination Fee.

You may obtain the specific requirements for the projects in the Code of Ordinances of Broadview Heights on the City's Website: www.broadview-heights.org.

All applications are available on the City's Web site www.broadview-heights.org under the Building Department section.

Sufficient copies of the drawings must be submitted with the application.

Three (3) sets of Residential **and supporting documentation**

Five (5) sets of Non-Residential **and supporting documentation**

Six (6) sets of Site plans for Residential and Non-Residential **and supporting documentation**

In addition to the hard copies please submit electronic copies of all documentation (USB flash/jump drive, file transfer, cd)

A 24-hour inspection notice is required call 440-526-6864 between 8:30 a.m. and 4:00pm to schedule an inspection. **A final inspection is required for all permits.**

§ 1448.09 All construction requiring and authorized by a building permit **shall be fully completed**, inspected and certified as being in conformance with all applicable provisions of the Building and Housing Code **within 12 months of the date of the issuance of the building permit.**

Contact Information

Building Department (440-526-6864)

building@broadview-heights.org

Engineering Department (440-838-4705)



Application For Plan Review (Residential)

Residential

Project Name/Tenant: _____

Office Use

Date Received: _____

Fee Amount: _____

Permit No.: _____

Subject Site

Property Address _____

Broadview Hts., OH 44147

City/State/Zip _____

_____ Zoning District

Auditor Parcel Number(s) (APN/PPN) _____

_____ Sub Lot #

Property Owner

Name _____

Cell/Phone _____

Address _____

Email _____

City/State/Zip _____

Name of Business (if applicable) _____

General Contractor

Company Name _____

Point of Contact Name _____

Address _____

Cell/Phone _____

City/State/Zip _____

Email _____

Designer Professional

Company Name _____

Point of Contact Name _____

Address _____

Cell/Phone _____

City/State/Zip _____

Email _____

Architect Engineer Certified Fire Protection

_____ Registration/Certificate No. & Expiration

Application For Plan Review

New Home Proposed Details

Proposed Use:

1,2,3 Family R-4
 Multi Single # of Units _____
 Multi Family # of Units _____
Number of Stories: _____
Height of Building (from 1st floor): _____

Living Area:

Number of Bed Rooms: _____
Number of Full Bath: _____
Number of ½ Bath: _____

Total Gross Sq. Ft.:

Living Area: _____
Finished Basement: _____
Unfinished Basement: _____

Garage Area:

Number of Parking Spaces: _____
Garage _____ Outdoors _____
Off-Site _____ Total Sq. Ft. _____

Engineering Fees

Final Grade \$ _____
Concrete Bond \$ _____
Lawn Bond \$ _____
Total Amount \$ _____

Residential Building Energy Codes Compliance

Estimated Percentage of Code Option
Compliance to the 2012 IECC: _____
Compliance to the 2010 ASHREA go.1: _____

Estimated Percentage Method of Compliance
Using Prescriptive Tables: _____
Using Envelope Trade-Off Software COMcheck: _____
Using Performance Analysis Software: _____

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- A. As the permit holder you are responsible to obtain the necessary approval of all the Committees, Boards or Associations that may have restrictions on the work covered by this permit and assume full responsibility for any lack of approval.
 - B. The permit holder shall be responsible to immediately notify the Building Department as to any changes to the approved permit (i.e. plans, contractor or subcontractors).
 - C. For purpose of reviewing, approving or disapproving this application and or request the applicant hereby agrees, consents and grants right of entry to the above described premises to the necessary and appropriate City representatives.
 - D. Use of unregistered or unlicensed contractors or subcontractor are cause for refusal or revocation of this application and permit and may result in work stoppage, court citations or both.
 - E. I know the location of my property lines. The accessory structures will be placed on my property, maintaining the appropriate setbacks and side yards.**

By signing below, I understand all of the above statements (A through E) and that any misrepresentation of data, facts or violations of the Ordinances of the City of Broadview Heights, the State of Ohio Board of Standards, the Building, Mechanical, Plumbing and Residential Codes of Ohio.

Applicant's Printed Name

Date

Applicant's Signature