

REGULATIONS FOR APPLICATIONS REQUESTING PERMIT FOR RESIDENTIAL BUILDING ADDITION

REGISTRATION

All contractors performing work in the City of Wickliffe shall be registered, bonded and insured. The property owner and immediate members of the owner's family may perform part or all of work required with follow-up inspections. If work is performed by own and family members in part, the balance of the work shall be performed by registered contractor(s).

SITE DRAWINGS

Furnish two (2) copies of a plot plan drawn to scale showing dimensions of lot and all buildings; front, sides and rear distance of all buildings from property lines; and shortest distance from proposed addition to neighbor's detached garage located on adjacent property. Draw arrow showing direction of north.

YARD DIMENSIONS

Building addition shall not be located within 10 feet 0 inches (10' 0") from your detached garage (fire protection) or 15 feet 0 inches (15' 0") from neighbor's garage on adjacent property.

LAND COVERAGE

Maximum coverage of your property in square feet of foundation area of all existing buildings and proposed addition is 20% for 60- and 75-foot zoned lots and 24% for 50-foot zoned lots according to the zoning district that you are located in. On 50-foot zoned lots which are recorded less than 50 feet 0 inches (50' 0") wide or having a depth of less than 120 feet 0 inches (120' 0"), the total square feet of lot covered by all existing building and proposed addition may cover up to 1,440 square feet of such lot, provided all other yard regulations are complied with.

Garages and tool sheds cannot occupy more than 20% of the rear yard area in square feet and shall not exceed a total of 800 square feet. An addition to the rear dwelling decreases the square feet of the rear yard. Therefore, the distance from rear of the addition, the full width of the lot, shall be multiplied times the distance to the rear property line to determine the newly established square feet of the rear yard – then multiply by 20% to determine the maximum allowable rear yard coverage in square feet for garage and storage buildings. If the land coverage limitations are exceeded, a permit cannot be issued but you have the right to make application requesting the Board of Zoning Appeals consider granting of a variance. Building additions into the front yard are very limited due to small front yard setback. For more information, consult a Building Official.

FOOTINGS & FOUNDATION

An addition may be constructed with or without a basement. Basement walls require 8-inch by 20-inch (8" x 20") concrete footings and 12-inch (12") concrete block walls below grade line with exposure of masonry material above grade matching the existing dwelling foundation. Basement foundation walls shall be damproofed by applying 3/8-inch (3/8") of cement (parging) to finished grade and covered with a coat of approved (bituminous) material, or equal, as approved by a Building Official. Basement floor shall be 4-inch (4") concrete slab with #10-6 x 6 steel mesh and 6 mil polyethylene vapor barrier over 4-inch (4") compacted crushed stone or gravel.

Basementless additions require 8-inch by 16-inch (8" x 16") concrete footings with 8-inch (8") concrete block foundation for one and two stories; or poured concrete to grade foundation walls 12-inches (12") for one story and 15-inches (15") for two story. Minimum footing depth is 3-feet 6-inches (3' 6") below finished grade and on firm bearing soil, as approved by Building Official inspection prior to pouring concrete. Exterior exposure of foundation shall be a minimum of 8-inches (8") above finished grade and shall match exposed finish of existing exterior foundation wall. A crawl space requires 3-inch (3") thick concrete scratch coat slab over 6 mil visqueen barrier on 4-inch (4") compacted gravel fill following removal of all vegetation and organic material. Two (2) foundation registers are required 3-feet 0-inches (3' 0") from exterior corners in side walls. Registers may be omitted if required 1-foot 6-inch (1' 6") x 2-foot 0-inch (2' 0") opening in basement wall is kept open for access to crawl space. Ceiling height in crawl space shall not be less than 18-inches (18") clear under floor joists, beams, girders, and ducts. Thirty-inches (30") is required under floor joists to provide access for maintenance and repair of any mechanical installations in the under-floor space.

Basementless additions with no crawl space require 4-inch (4") thick concrete floor slab with #10-6" x 6" steel mesh and 6 mil visqueen vapor barrier over 4-inch (4") crushed stone or gravel fill, following removal of ail vegetation and organic material. One-inch (1") Styrofoam insulation is required 2-feet 0-inches (2' 0") horizontally and 2-feet 0-inches (2' 0") vertically around perimeter of floor and foundation.

Concrete floor slab additions first require removal of all vegetation and organic material with 6 mil polyethylene vapor barrier and #10-6" x 6" steel mesh over compacted gravel fill. One and one-half inch (1 1/2") weep hole pipes shall be provided at 6-feet 0-inches (6' 0") o.c. above grade near finished grade line. One-inch (1") Styrofoam insulation is required 2-feet 0-inches (2' 0") vertically around perimeter of floor slab and foundation.

Call for an inspection following removal of all vegetation and organic material mentioned above in the two preceding paragraphs.

All concrete shall be AT LEAST 6 sack cement mix. Contractor shall furnish Building Official receipt(s) for concrete delivered and used for footings, foundations, floors, including driveways and sidewalks.

SEWERS

Four-inch (4") schedule 35 PVC perforated pipe footing drains connected to house storm sewer are required for basement wall footings; and basementless footings when floor line in crawl space is below the exterior grade line. Footing drain pipe shall be covered 18-inches (18") with washed gravel ONLY. Cit highly recommends cover of footed drain pipe within 12-inches (12") of finished grade. Slag and crushed concrete are PROHIBITED. Footing drains and downspout sewers closer to grade in backfill at basement walls shall be inspected before covering. All roofs shall drain into house storm sewer system with gutters and downspout(s) connected to 4-inch (4") schedule 35 PVC pipe connected to nearest dwelling downspout sewer and inspected before backfilling. A small gable or hip roof sometimes allows new gutters to drain into existing gutters on original dwelling. Any proposed basement sanitary sewer lines shall be 4-inch (4") schedule PVC pipe.

WOOD FRAME CONSTRUCTION

Wood plate shall be anchored to top of foundation wall and set in full bed of mortar or on flexcell; 3/4" T&G plywood flooring glued and nailed to floor joists, or double flooring; 2" x 4" sill plate; 2" x 4" wood studs at 16" o.c. with doubling of studs on all jamb openings; two 2" x 4" top wall plate; R-13 (3 1/2" thermal) insulation between studs and floor joists at sill header, and R-38 (6" thermal) insulation in upper most ceiling joists or rafters and first floor joists in basementless construction with crawl space; 1/2" plywood or celotex exterior wall sheathing using 4' x 8' plywood corner bracing or diagonal corning bracing; 1/2" plywood corner bracing or diagonal corner bracing; 1/2" plywood sheathing on roof rafters that are spaced 16" o.c. or 5/8" plywood sheathing on wood trusses spaced 24" o.c.; 1" x 6" or 2" x 4" collar ties 48" o.c.; 235 pound shingles over 15 pound waterproofing felt paper with roof pitch no less than 4-inches in 12-inches; size of floor and ceiling joists and rafters to be determined according to live or dead loading and clear spans. Species of wood shall be noted on drawing specifying lumber to be Southern Pine No. 2 grade or similar wood species have a Modulus of Elasticity (E) of 1,400,000 or more. Header beams shall vary in size and species according to live and dead loading and clear span.

BUILDING DRAWINGS

All drawings shall have a title block in lower right hand corner with space for owner's name and address, scale, date, drawn by and sheet number if more than one page.

In addition to two (2) sets of Plot Plans (see Site Drawing above), furnish two (2) sets of drawings (one set for permit applicant and one set for Building Division) as follows:

1. Foundation Plan with crawl space, or Basement Plan if proposed addition has basement
2. Floor Plan(s) showing location of windows, doors, stairs, electrical switches, receptacles, light fixtures and heat and cold air return registers
3. Elevation drawings (usually three sidewall elevations total)
4. Typical Wall Section or Section Thru Building Addition detailing and showing size, type, specifications, etc. of all materials used in the proposed construction as heretofore mentioned in this "regulation directive" and
5. Plumbing, including Isometric Drawing of water lines, drains, vents, stack, floor drains and sanitary sewer line if addition includes toilet and/or kitchen of has basement with sewer.

PERMIT & FEES

Refer to the City of Wickliffe "Building Permit Fee and Deposit Schedule" for the latest fee schedule. The schedule is available at www.cityofwickliffe.com. Application for Building Permit can be made Monday through Friday from 8:30 - 11:30am or 1:00 - 4:00pm in the Building Department located on the second floor of Wickliffe City Hall, 28730 Ridge Road. Approval of drawings and payments of fees is necessary prior to issuance of building permit.

ELECTRICAL PERMITS

For any electrical permit is made to the Lake County Building Department. Forms are available at the Wickliffe City Hall Building Department and can be mailed with permit fees and check payable to Lake County Treasurer, 27 Woodland Rd., Painesville, OH 44077. Refer to form for additional fees. Call toll free from Wickliffe area to (440) 918-2636 for specific information and the procedure for necessary inspection requests. Note that Electrical Contractor(s) must be licensed by the City of Wickliffe.

CITY OF WICKLIFFE - BUILDING ADDITION REGULATIONS

INSPECTIONS

Although a 24-hour notice is a normal request for a Wickliffe inspection, a telephone request called in to (440) 943-7115 or -7116 before 9:00am on a weekday may qualify the permit holder or his agent for an inspection the same day. Inspections are required:

1. when trenches or basement areas are excavated and forms erected, and if any reinforcing steel is in place, and prior to the placing of concrete;
2. when vegetation and organic material within foundation walls in a crawl space has been removed;
3. when footing drain tile is installed and waterproofing of foundation or basement walls is completed prior to backfilling;
4. when storm and any sanitary sewer lines are installed prior to backfilling;
5. when roof, masonry, all framing, firestopping and bracing are in place and prior to lathing and/or wall board;
6. when plumbing, mechanical and electrical are ready for rough inspection commonly made prior to covering of concealment and before fixtures are set. A plumbing system shall not be covered, concealed or put into use until a water test, or equal, shall be applied to the drainage and vent system and approved by the Building Official,
7. FINAL inspection after building is completed and ready for occupancy. At this time Electrical must be finalized by the Lake County Building Department. The occupancy of the addition can then be authorized by the Building Commissioner and the Finance Department is notified to begin processing of cash refunds to be mailed to the person who made the deposits.

REQUIRED INSPECTIONS

Listed below is the order in which inspections are required. It is MANDATORY that you contact the Building Department at (440) 943-7115 or -7116 to schedule each inspection necessary for your project.

1. FOOT INSPECTION – before concrete footings are poured
2. FOUNDATION INSPECTION – before backfilling
3. SLAB INSPECTION – before it is poured
4. FRAMING INSPECTION – after roofing, framing, fireblocking & bracing are in place
5. ROUGH PLUMBING INSPECTION
6. ROUGH HEATING INSPECTION
7. ROUGH ELECTRICAL INSPECTION – call Lake County Bldg (440) 918-2636
8. INSULATION INSPECTION
9. DRYWALL
10. FINAL PLUMBING INSPECTION
11. FINAL HEATING INSPECTION
12. FINAL ELECTRICAL INSPECTION – call Lake County Bldg (440) 918-2636
13. FINAL SEWER DYE TEST – expose sanitary and storm test tees
14. FINAL SITE INSPECTION – after rough grading is completed and inspected by City Engineer, three (3) sets of final as-built certification on grade, submit to Building Department for Engineer's final approval.

FIREPLACE INSPECTION – Fireplace inspections are as follows:

Fireplace

1. Foundation
2. First flue
3. Prior to facing fireplace
4. Final

Pre-Fabricated or Wood Stoves

1. Framing
2. Final

NOTE: Any cash deposit for any of the above is refunded directly by the City of Wickliffe Finance Department. The processing takes approximately seven to ten days for a check to be mailed to you.

Permit No. _____
Plan No. _____

C.D. _____
T.L.D. _____
GARAGE _____
DEMO _____
GRADE SET _____

A.C.O. _____
PLAN REV. _____

CITY OF WICKLIFFE
DEPARTMENT OF PUBLIC SAFETY | DIVISION OF BUILDING & HOUSING

APPLICATION FOR PERMIT

(Permit will include ONLY such work as detailed in this application)

DO NOT FILL IN	
Total Floor Area	_____
Basement	_____
1st Floor	_____
2nd Floor	_____
3rd Floor	_____
Garage	_____
Dwelling	_____
Total Fees \$	_____

Wickliffe, O., _____, 20____

To the Commissioner of Building & Housing:

I, _____ (Owner) hereby make application for a PERMIT to erect or build a structure as described in this application and the accompanying drawings which are a part of this application.

LOCATION AND DESCRIPTION OF LOT

Address: _____ Sublot No. _____
Allotment _____ Side of Street _____ Ward _____
Between _____ Street or Ave. and _____ Street or Ave.
Being _____ feet front and _____ feet deep on the _____ side
Being _____ feet rear and _____ feet deep on the _____ side
Map Page _____

DWELLINGS ONLY

Purpose or Use _____ Length _____ Width _____ Stories _____
Construction _____ Class _____ Grade _____ Number of Families Occupying Building _____
Total No. of Rooms _____
Suite Size – 1R _____ 2R _____ 3R _____ 4R _____ 5R _____ 6R _____ 7R _____ 8R _____
Roof Covering _____ Heating System _____ Fuel _____
Number of Stairs _____ Footings _____ Foundation _____
Shortest distance to buildings on adjoining lots _____ Shortest distance to buildings on the same lot _____
Additional Description _____
_____ Estimated cost \$ _____

MISCELLANEOUS – PRIVATE GARAGES, SHEDS, ETC.

Purpose _____ No. of Cars _____
Length _____ Width _____ Stories _____ Height _____
Material _____ Class _____ Grade _____
Shortest distance to buildings on the same lot _____ Shortest distance to buildings on adjacent lots _____
Additional Description _____
_____ Estimated cost \$ _____

DESCRIPTION OF BUILDING

Purpose _____ Length _____ Width _____ Stories _____

Occupancy on first floor _____ Occupancy on floors above _____

Brick or Frame _____ Roof Construction _____

Total number of units occupy building _____

Suite Size – 1R _____ 2R _____ 3R _____ 4R _____ 5R _____ 6R _____ 7R _____ 8R _____

Character of Soil _____ Footings _____ Foundation _____

Heating System _____ Will a Ventilating System be installed? _____ Type _____

Fuel _____ Area of Flue _____ Height above grade _____

No. of Stairs _____ Construction _____ Enclosure _____

No. of Elevators _____ Type _____ Enclosure _____

Will Sprinkler System be installed? _____ Kind _____

No. of Stand Pipes to be installed? _____ Where located? _____

Shortest distance to buildings on the same lot _____ Shortest distance to buildings on adjacent lots _____

Estimated Cost \$ _____ Class _____

Additional Description _____

_____ Estimated cost \$ _____

ALTERATION OR ADDITION

The present building is a _____ Story _____ structure, used or occupied as _____

By _____ families, and is _____ feet long and _____ feet wide. Class _____

The proposed Alteration or Addition consists of _____

Length of Addition _____ Width _____ Stories _____ Class _____

Addition to be Used or Occupied as _____

Number of New Stairs or Fire Escapes _____

Will external or internal supports be removed or rebuilt _____

Est. Cost of Alteration \$ _____ Est. Cost of Additions \$ _____ Total Est. Cost \$ _____

The acceptance of the Permit herein applied for shall constitute an agreement on (my)(our) part to abide by all the conditions herein contained, and to comply with all ordinances of the City of Wickliffe and the laws of the State of Ohio relating to the work to be done thereunder; and said agreement is a condition of said permit.

It is a further condition of this permit that _____

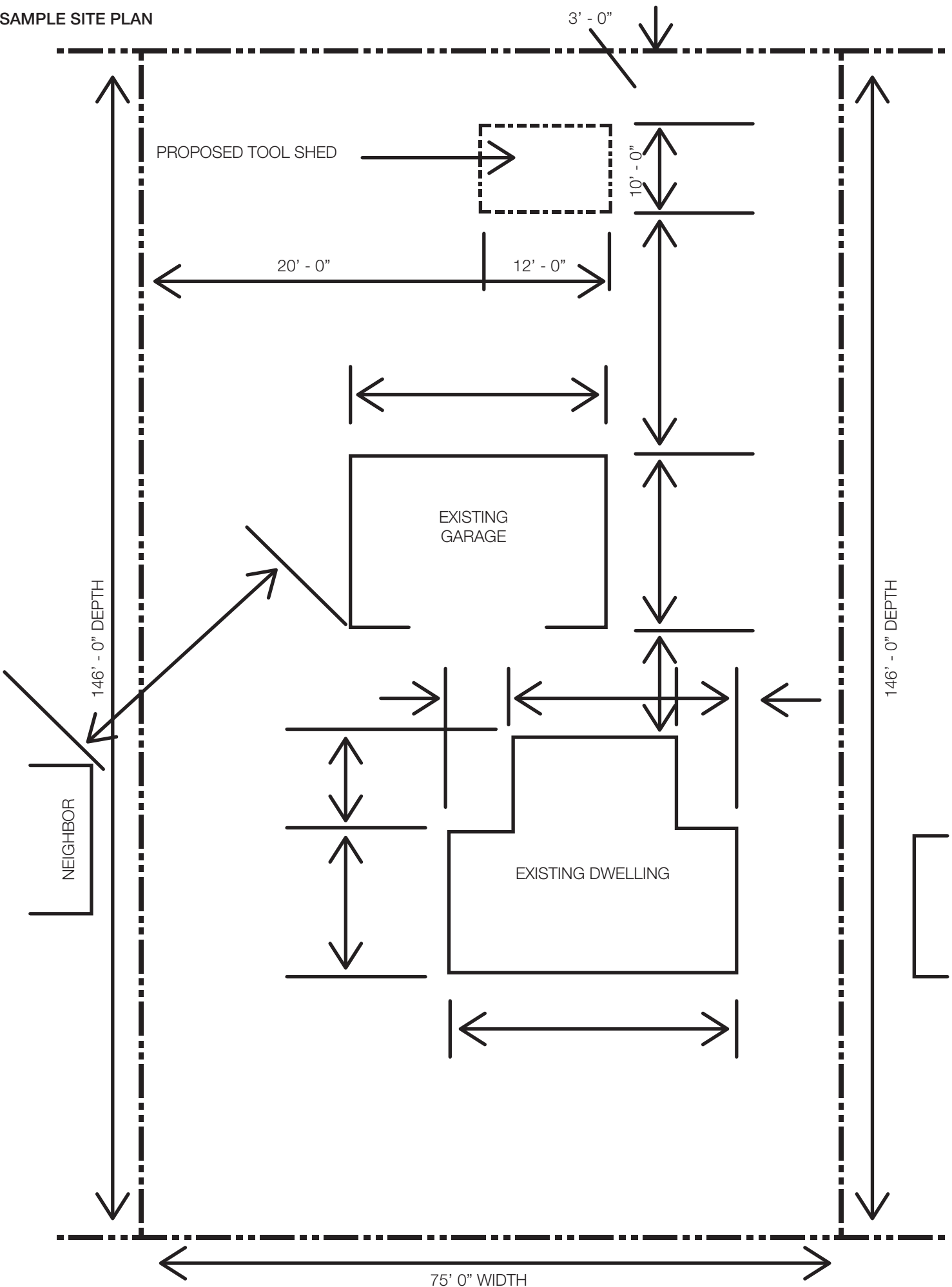
Contractor _____ Owner _____

Address _____ Address _____

Phone _____ Phone _____

Approved: _____ Building Commissioner

SAMPLE SITE PLAN



RESIDENTIAL ELECTRICAL PERMIT APPLICATION

DATE: _____

Homeowner: _____

Address of Construction: _____
Street City

Electrical Contractor: _____

Phone Number: _____ Address: _____
Street City State Zip

FALSIFICATION OF A PUBLIC DOCUMENT IS A VIOLATION OF THE OHIO REVISED CODE, SECTION 2921.13 (A)(5), A MISDEMEANOR OF THE FIRST DEGREE, PUNISHABLE BY UP TO SIX (6) MONTHS IMPRISONMENT AND A FINE OF \$1,000 OR BOTH.

Electrical Contractor's **SIGNATURE**: _____

Electrical Contractor's **PRINTED NAME**: _____

	QUANTITY	UNIT PRICE	TOTAL
BASIC FEE		\$50.00	
Check Applicable: New Service <input type="checkbox"/> Service Change <input type="checkbox"/> Upgrade <input type="checkbox"/> (If over 200 Amps requires Electrical Diagram and Plan Review Fee)		\$35.00	
Temporary Power Pole (Separate Permit required with Basic Fee)		\$35.00	
Subfeed after Main Disconnect		\$35.00	
Duplex Outlets and Receptacles:		\$0.05	
Switches		\$0.05	
Fixtures		\$0.05	
Power Outlets: (Ranges, Dryers, Motors)		\$5.00	
Elect Heat (Baseboard): Each Unit		\$8.00	
Heat Pump		\$40.00	
Generator (Electrical and Gas Piping Diagrams and Separate Permit required with Basic Fee and Plan Review Fee)		\$45.00	
Transformers: Step up/Step down not under Power Co. Control		\$15.00	
Electric to Septic (Separate Permit required with Basic Fee)		\$30.00	
Plan Review Fee (if applicable)		\$50.00	
SUBTOTAL:			
TAX ASSESSMENT - RESIDENTIAL - 1%		1%	
TOTAL:			

REINSPECTION FEE - \$50 – A reinspection shall be required when the inspector must return to work that was not ready, approved prints not on job site, building was locked, and/or had failed a previous inspection. Fee must be paid prior to scheduling final inspection, or if two (2) fees are assessed on a project, fees are due before the next inspection is scheduled.

IF MAILING IN APPLICATION, A SELF-ADDRESSED-STAMPED-ENVELOPE *MUST* BE SUBMITTED. ALL CHECKS TO BE MADE PAYABLE TO THE "LAKE COUNTY TREASURER". THANK YOU.

2010 CONTRACTOR'S REGISTRATION APPLICATION
ELECTRICAL, HVAC, HYDRONICS,
REFRIGERATION, COMMERCIAL FUEL GAS PIPING

DATE: _____

PLEASE CHECK APPLICABLE: ELECTRICAL HVAC HYDRONICS
REFRIGERATION COMMERCIAL FUEL GAS PIPING

REGISTRATION FEE: \$100.00 PER EACH INDIVIDUAL REGISTRATION

Please make checks payable to: LAKE COUNTY TREASURER & if mailing in,
please enclose a SELF-ADDRESSED, STAMPED ENVELOPE.

A copy of your Current State of Ohio License must be enclosed.

Name of Applicant: *(must be individual who holds state license)* _____

Home Address: _____, _____, _____, _____
City State Zip Code

Home Telephone Number: _____ Cell Phone Number: _____

Company Representing: _____

Business Address: _____, _____, _____, _____
City State Zip Code

Business Telephone Number: _____ Fax Number: _____

Please list names of any additional personnel authorized to obtain permits for the above company. If more space is needed, please attach a separate sheet. _____

A copy of your current state of Ohio license for each registration is required.

Type of Ohio License Held Current License No. Expiration Date

PLEASE NOTE: This form must be notarized.

I hereby swear or affirm that I have not been denied a State of Ohio License, that the above license is in full force and effect and not revoked or subject to revocation. I further subscribe that, if registered, I will abide by the provisions set forth in the code of building regulations for the unincorporated areas of Lake County and the areas where the Lake County Building Department has jurisdiction. Also, I will obtain all necessary permits and required inspections including final inspections. I will maintain a set of approved construction documents on site, and I will comply with all approved construction documents, codes and standards. I will affix my identifying label to all work done under this registration. This certificate of registration can be revoked at the discretion of the Lake County Building Department for violation of the Building Codes or failure to obtain permits, required inspections, or other just cause, including violations of the provisions of this paragraph.

FALSIFICATION OF A PUBLIC DOCUMENT IS A VIOLATION OF THE OHIO REVISED CODE, SECTION 2921.13(A)(5), A MISDEMEANOR OF THE FIRST DEGREE, PUNISHABLE BY UP TO SIX (6) MONTHS IMPRISONMENT AND A FINE OF \$1,000 OR BOTH.

APPLICANT'S SIGNATURE

_____ being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this _____ day of _____ 20 _____

SEAL

NOTARY SIGNATURE

NOTARY STAMP or PRINT NOTARY NAME _____ Expiration

Date of Commission: _____ Commission Recorded In: _____

REGISTRATIONS ARE VALID FROM JANUARY 1st - DECEMBER 31st OF EACH YEAR.

CHAPTER 11 ENERGY EFFICIENCY KEY DIFFERENCES IN THE PRESCRIPTIVE REQUIREMENTS BETWEEN THE IECC, RCO, AND OHBA ALTERNATIVE

2013 RESIDENTIAL CODE OF OHIO EFFECTIVE JANUARY 1, 2013.

Energy compliance can be achieved by using **one** of three methods:

2009 IECC

Sections 1101 thru 1104 (RCO Prescriptive)

OHBA's Alternative Energy Code Option

KEY DIFFERENCES

Sections 1101 thru 1104 (RCO Prescriptive) Chapter 4 Prescriptive of the 2009 IECC	Section 1105 (OHBA Prescriptive)
Divides the state into two zones and prescribes one method of compliance for each zone.	Provides two compliance paths to choose from for the entire state (state is not separated into zones).
Calls for a minimum R-20 or R13+5 in walls and R-38 in ceilings, and maximum 0.35 U-Factor for fenestration (see R-Value Prescriptive Table Comparison Handout)	Calls for minimum R-15 or R13+3 (Path 1) or R-13 (Path 2) in walls and R-49 in ceilings, and maximum 0.32 U-Factor for fenestration (see R-Value Prescriptive Table Comparison Handout).
Ceiling insulation can be reduced from R-38 to R-30 wherever the full height of the uncompressed R-30 insulation extends over the wall top plate at the eaves.	Ceiling insulation can be reduced from R-49 to R-38 wherever the full height of the uncompressed R-38 insulation extends over the wall top plate at the eaves.
Exterior walls of conditioned basements must be insulated from top of wall down 10', or to the basement floor, whichever is less.	Exterior walls of conditioned basements must be insulated from top of wall down 10', or to the basement floor, whichever is less, unless as specified in Table 1105.2.1. (Table calls for a minimum 4 feet).
Building envelope tightness and insulation must be tested for compliance by either a blower door test with a result less than 7ACH @ 50 pascals , or by a visual inspection based on the criteria listed in IECC Table 402.4.2. or RCO Table 1102.4.2.	Building envelope tightness and insulation must be tested for compliance by only a blower door test with a result less than 6ACH @ 50 pascals . This requirement does not go into effect until a year after code adoption. A sampling of buildings is allowed per 1105.2.3.2.1.1.
Mechanical system piping must be insulated to a minimum R-3.	Mechanical system piping insulation does not have to be insulated.
All circulating service hot water piping must be insulated to a minimum R-2.	Only the first 5' of circulating service hot water piping has to be insulated to a minimum of R-2.
When any portion of the HVAC system is located outside of the building thermal envelope, the duct tightness must be tested for compliance using one of two methods described in Section 1103.2.3. Ducts must not be as tight as compared to the OHBA Paths. Effective upon adoption of code (01/01/2013).	When any portion of the HVAC system is located outside of the building thermal envelope, the duct tightness must be tested for compliance using one of two methods described in Table 1105.3.2.2(a) or 1105.3.2.2(b). Ducts must be tighter as compared to IECC or RCO. Effective a year after code adoption (01/01/2014).
A minimum of 50% of the lamps in permanently installed lighting fixtures must be high-efficacy lamps.	A minimum of 75% of the lamps in permanently installed lighting fixtures must be high-efficacy lamps.