



## RESIDENTIAL ADDITIONS

### HOW DO I OBTAIN A PERMIT?

You will need to complete an application and submit it to the **Building Department**. It will require:

**1. Plot plan**

Showing property lines and dimensions and the size and location of the proposed addition, indicating distances from the proposed structure to the property lines.

**2. Construction Details**

Construction drawings showing elevation views, height and a section view.

**3. Project Location Staking**

Applicant must mark the proposed addition location by either spray painting or staking on the property and identifying property pins in preparation for City inspection.

**4. Payment for Permit**

The zoning permit fee is **\$50** and the permit is valid for one year. Additional Building Department review fees will be required.

**5. Building Inspection**

You will need to call the Building Department at (330) 689-2729 for necessary building inspections. All work must be performed in accordance with the approved plans, the Stow Zoning Code, Ohio Basic Building Code, National Electric Code, and other applicable ordinances.

**6. Other Information**

The site plan and structure location must comply with the requirements of the zoning district in which the project is proposed. To determine your zoning district and requirements you can review the [Zoning Maps](#) or call (330) 689-2819 for assistance. A summary of the zoning regulations for each district can be found on the next page.

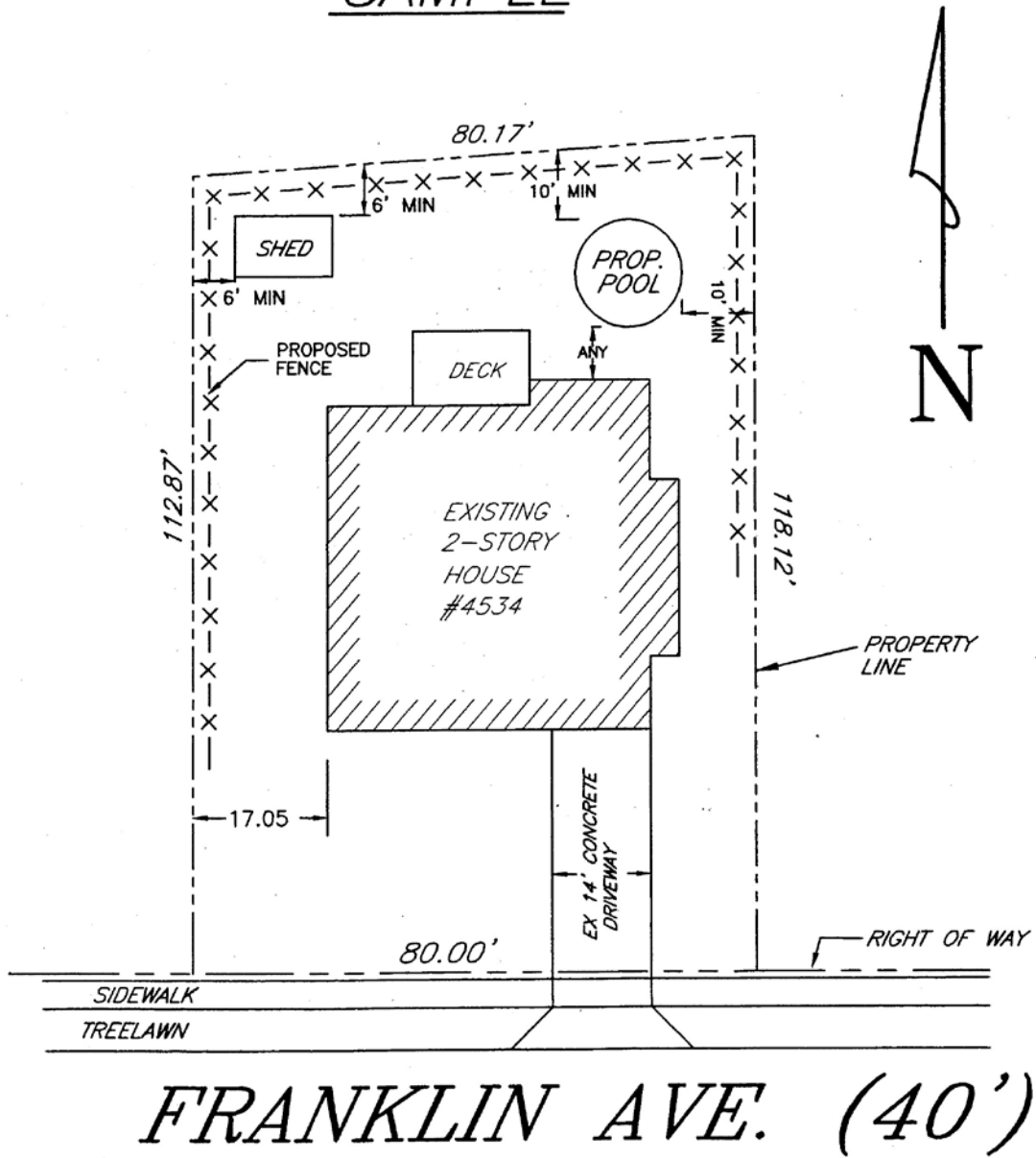
### QUESTIONS?

If you have any questions or require any assistance, please contact the Building Department at 689-2729 or the Planning Department at 689-2819.

# CITY OF STOW SITE PLAN INFORMATION

WHEN PREPARING A SITE PLAN FOR AN ACCESSORY BUILDING, POOL, DECK, FENCE, OR ADDITION, PLEASE SHOW ALL DIMENSIONS OF PROPOSED AND EXISTING STRUCTURES AS WELL AS DISTANCES FROM REAR YARD, SIDE YARDS, FRONT YARD, HOUSE, ETC.

## SAMPLE



**BUILDING PERMIT APPLICATION**  
**ONE, TWO AND THREE FAMILY RESIDENTIAL**  
**COMMERICAL/INDUSTRIAL/MULTI-FAMILY**  
**ZONING CERTIFICATE, CHANGE OF OCCUPANCY**

**CITY OF STOW**  
**BUILDING DEPARTMENT**  
**3760 DARROW ROAD**  
**STOW, OH 44224**  
330-689-2729 Fax: 330-689-2739

Application # \_\_\_\_\_

Permit # \_\_\_\_\_

Receipt # \_\_\_\_\_

TR: \_\_\_\_\_

ZN: \_\_\_\_\_

RW: \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE SECTION 1**

**SECTION 1. Estimated Cost (Structure) \_\_\_\_\_ Estimated Cost (Site) \_\_\_\_\_**

**Job Address: \_\_\_\_\_**

**Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_**

**Owner's Address: \_\_\_\_\_**

**Tenant: \_\_\_\_\_ Phone: \_\_\_\_\_**

**Address: \_\_\_\_\_**

**Architect: \_\_\_\_\_ Phone: \_\_\_\_\_**

**Address: \_\_\_\_\_**

**Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_**

**Contractor's Address: \_\_\_\_\_ Cell: \_\_\_\_\_**

**Description of Work: \_\_\_\_\_**

**FOR OFFICE USE ONLY: (TO BE COMPLETED BY BUILDING INSPECTOR/PLANS EXAMINER)**

**Cert. of Occupancy Required? YES  NO**

**Approved As: \_\_\_\_\_**

**Cert. of Completion Required? YES  NO**

**Use Group: \_\_\_\_\_**

**Gross Floor Area**

**Construction Type: \_\_\_\_\_**

**Basement/Crawl Space \_\_\_\_\_**

**Occupant Load: \_\_\_\_\_**

**First Floor \_\_\_\_\_**

**Fire Sprinkler Systems:**

**Second Floor \_\_\_\_\_**

**Sprinkler Provided? YES  NO**

**Garage \_\_\_\_\_**

**System Demand: GPM \_\_\_\_\_ PSI \_\_\_\_\_**

**Porch/Other \_\_\_\_\_**

**Hazard Rating: \_\_\_\_\_**

**Misc \_\_\_\_\_**

**Storage Configuration: \_\_\_\_\_**

**Occupancy Description: \_\_\_\_\_**

**Total Square Footage \_\_\_\_\_**

**OBC Edition: \_\_\_\_\_ RCO Edition \_\_\_\_\_**

I/we hereby certify that all information contained in this application and its attachments are true and accurate to the best of my knowledge and belief. I/we hereby certify that I/we will abide by all rules, ordinances, and regulations of the Building Code of the City of Stow, the Zoning Ordinance of the City of Stow, and all applicable Ohio and U.S. codes and regulations governing the improvement for which this application is made.

**CONTRACTOR'S SIGNATURE: \_\_\_\_\_**

**PLEASE PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_**

**RESIDENTIAL (1, 2 & 3 FAMILY DWELLINGS & ACCESSORY STRUCTURES)**

**\*\*IF WORKING OUTSIDE CITY OF STOW, ADD**

**RESIDENTIAL MULTI JURISDICTION APPLICATION FEE: \$35.00**

\$ \_\_\_\_\_

**RESIDENTIAL NEW CONSTRUCTION**

BASE FEE: \$100.00

\$ \_\_\_\_\_

PLUS: \$.10 per 1 square foot gross floor area

\$ \_\_\_\_\_

PLUS: Add Plan Review Fee \$50.00

\$ \_\_\_\_\_

PLUS: Add Engineering Site Plan Review Fee \$50.00

\$ \_\_\_\_\_

**RESIDENTIAL ADDITIONS**

BASE FEE: \$80.00

\$ \_\_\_\_\_

PLUS: \$.05 per 1 square foot gross floor area added

\$ \_\_\_\_\_

PLUS: Add Plan Review Fee \$15.00

\$ \_\_\_\_\_

**RESIDENTIAL ALTERATIONS/REPAIRS**

BASE FEE: (Up to \$5,000 in estimated value): \$65.00

\$ \_\_\_\_\_

PLUS: \$5.00 per \$1,000 in estimated value over \$5,000 (or fraction thereof)

\$ \_\_\_\_\_ (Max \$350.00)

PLUS: Add Plan Review Fee \$15.00

\$ \_\_\_\_\_

**RESIDENTIAL ACCESSORY STRUCTURES/INSTALLATIONS**

Detached Accessory Structures (over 200 sq ft): \$75.00 PLUS: \$15.00 Plan Review

\$ \_\_\_\_\_

Decks/Gazebos (over 30" high): \$50.00 PLUS: \$15.00 Plan Review Fee

\$ \_\_\_\_\_

Foundation Waterproofing: \$50.00 Existing Electric Outlet? Yes \_\_\_ No \_\_\_

\$ \_\_\_\_\_

Fireplace (masonry or manufactured): \$50.00

\$ \_\_\_\_\_

Reroof / Siding: \$50.00 **NOTE:** If siding permit, per 2013 RCO 703.2, Water Resistive Barrier is Required.

\$ \_\_\_\_\_

Re-Inspection Fee: \$35.00

\$ \_\_\_\_\_

Owner Requested Inspection: \$35.00

\$ \_\_\_\_\_

Retaining Walls (over 4 feet high): \$75.00

\$ \_\_\_\_\_

**COMMERCIAL / MULTIFAMILY**

**\*\*IF WORKING OUTSIDE CITY OF STOW ADD**

**COMMERCIAL MULTI JURISDICTION APPLICATION FEE: \$75.00**

\$ \_\_\_\_\_

**COMMERCIAL/MULTI FAMILY NEW CONSTRUCTION / ADDITIONS**

\$ \_\_\_\_\_

BASE FEE: \$120.00

PLUS: \$.15 per 1 square foot gross floor area

\$ \_\_\_\_\_

FOUNDATION ONLY: \$150.00

\$ \_\_\_\_\_

**COMMERCIAL ALTERATIONS / REPAIRS**

\$ \_\_\_\_\_

Gross Floor Area: (1-2,000 sf - \$125.00) (2,001-5,000 sf - \$150.00)

(5,001-10,000 sf - \$175.00) (over 10,000 sf - \$200.00)

Minor Repairs - \$50.00

\$ \_\_\_\_\_

**COMMERCIAL RE-ROOF / SIDING**

\$ \_\_\_\_\_

BASE FEE: \$100.00

PLUS: \$.02 per 1 square foot gross roof/wall area

\$ \_\_\_\_\_

**FIRE SUPPRESSION (NEW CONSTRUCTION / ADDITIONS)**

\$ \_\_\_\_\_

BASE FEE: \$120.00

PLUS: \$.02 PER 1 square foot sprinklered area

\$ \_\_\_\_\_

**OTHER**

Fire Pump - \$100.00

\$ \_\_\_\_\_

Hood Suppression - \$100.00 (per hood)

\$ \_\_\_\_\_

Fire Alarm System: \$100.00

\$ \_\_\_\_\_

**SUBTOTAL**

\$ \_\_\_\_\_

**PLEASE ADD THE FOLLOWING:**

**COMMERCIAL: 3% OBBS/ RESIDENTIAL: 1% OBBS**

**TAX**

\$ \_\_\_\_\_

**TOTAL**

\$ \_\_\_\_\_

Item	Fee Amount	Bond Amount	Inspections Required
Building			Footer, before concrete
Zoning			Foundation, before covering
Landscaping			Rough Electric before covering
Engineering			Rough Heating/Plumbing before covering
Right of Way Permits			Rough Framing, before covering
Excavate Sanitary			Insulation
Excavate Water			Final Electric
Storm Sewer Tap-In			Final Heat
Approach + Curb Cut			Final Plumbing
Sidewalk			Final Before Occupancy
<b>TOTAL</b>			All of the Above

Approval contingent upon the following: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Plans Examiner: \_\_\_\_\_

Revised 1/22/18 MB