

## APPLICATION FOR RESIDENTIAL PLAN APPROVAL

RCO 105.1 & 107.2

Submit one application per building or structure, all sections must be completed.

<b>OFFICE USE ONLY:</b> (date received stamp)		<b>OFFICE USE ONLY:</b> PPN: _____ Application No.: _____ Fee Amount: \$ _____ Processed By: _____
<b>PROJECT LOCATION: (RCO 107.2.2)</b> Street Address _____  The following information applies to New Buildings or Additions only: <input type="checkbox"/> Is this project/building located in a flood plain?    Yes    No <input type="checkbox"/> Has flood plain administrator been contacted for requirements?    Yes    No		
<b>BUILDING OWNER INFORMATION: (RCO 107.2.4)</b> Name of Owner _____ Attention: _____ Street Address _____ City _____ State _____ Zip _____ Phone No. _____ Fax _____ <b>E-Mail</b> _____		
<b>APPLICANT INFORMATION: (Owner or Owner's authorized agent) (RCO 107.2.4)</b> Applicant _____ Attention: _____ Street Address _____ City _____ State _____ Zip _____ Phone No. _____ Fax _____ <b>E-Mail</b> _____		
<b>TYPE OF PROJECT:</b> <input type="checkbox"/> New Dwelling <input type="checkbox"/> Alteration <input type="checkbox"/> Building Addition <input type="checkbox"/> Demolition <input type="checkbox"/> Deck <input type="checkbox"/> Pool <input type="checkbox"/> Furnace, A/C <input type="checkbox"/> Roof <input type="checkbox"/> Hot Water Tank <input type="checkbox"/> Solar/Wind <input type="checkbox"/> Interior Concrete <input type="checkbox"/> Service/Panel/Reconnect (W.O. # _____) <input type="checkbox"/> Other: _____	<b>MISCELLANEOUS:</b> <input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing  <b>PUBLIC WORKS/ENGINEERING:</b> <input type="checkbox"/> Apron <input type="checkbox"/> Curb Cut <input type="checkbox"/> Curb Replacement <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Public Sidewalk <input type="checkbox"/> R.O.W. Open	<b>ZONING:</b> <input type="checkbox"/> Drive/Walk/Patio _____ <input type="checkbox"/> Detached Garage <input type="checkbox"/> Dumpster/POD <input type="checkbox"/> Fence <input type="checkbox"/> Patio <input type="checkbox"/> Pergola/Pavilion <input type="checkbox"/> Shed <input type="checkbox"/> Tent <input type="checkbox"/> Other: _____
<b>PROJECT INFORMATION:</b> Estimated Cost of Construction: \$ _____      Gross Floor Area All Stories /or Project: _____		

**DESCRIPTION OF THE EXTENT OF WORK INCLUDED FOR APPROVAL: (RCO 107.2.1)**

\_\_\_\_\_  
\_\_\_\_\_

**REGISTERED DESIGN PROFESSIONAL INFORMATION – IF APPLICABLE: (RCO 106.1.1-3, 106.2)**

\_\_\_\_ Architect      \_\_\_\_ Engineer

Designer \_\_\_\_\_ Registration /Certification No. \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax \_\_\_\_\_ **E-Mail** \_\_\_\_\_

**EVIDENCE OF RESPONSIBILITY – IF APPLICABLE: (RCO 106.2)**

Required residential construction documents, when submitted for review as required under RCO section 107, shall bear the identification of the person primarily responsible for their preparation. Ohio Revised Code Section 3791.04 (A)(2)(b) permits construction documents for any residential building to be prepared by persons other than a registered architect or engineer; unless per Ohio Revised Code Section 3791.04 (A)(2)(c), the proposed work involves technical design analysis. The building official may rely on the placement of a ‘seal’ on the documents as evidence that the registered architect or engineer performed the technical analysis.

Document Preparer: \_\_\_\_\_ Title/Company: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Time limitation of Application: (RCO 107.2.1)** *The approval of construction documents under this section is a “license” and the failure to approve such construction documents as submitted within thirty days after filing or the disapproval of such construction documents is an “adjudication order denying the issuance of a license” requiring the opportunity for an “adjudication hearing” as provided by sections 119.07 to 119.13 of the Revised Code and as modified by sections 3781.031 and 3781.19 of the Revised Code. In accordance with section 109, an adjudication order denying the issuance of a license shall specify the reasons for such denial.*

**CERTIFICATION: (RCO 107.2.5)**

I certify that I am the: \_\_\_\_ Owner      \_\_\_\_ Owner Authorized Agent

All information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention shown above and copied to the Owner.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

**APPROVAL:**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**