

CITY OF NORWOOD

4645 Montgomery Road, Norwood, Ohio 45212

Phone 513-458-4510 Fax 513-458-4511

Permit No. _____

BUILDING/ZONING PERMIT APPLICATION

Associated BP # _____

1. STREET ADDRESS & SUITE #: _____ (Name of Business)

2. ZONING: _____ OCCUPANCY: _____ PARCEL NUMBER: _____

3. ☐ Residential Property (RCO) ☐ Commercial Property (OBC)

	NAME	STREET ADDRESS	CITY	STATE	ZIP	PHONE/FAX
OWNER						
CONTRACTOR						
PLANS BY						

4. TYPE OF IMPROVEMENT

- | | | |
|--|---|--|
| <input type="checkbox"/> New Building | <input type="checkbox"/> Garage | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Hood System | <input type="checkbox"/> Pool (Above-Ground) |
| <input type="checkbox"/> Addition | <input type="checkbox"/> HVAC # of Units: _____ | <input type="checkbox"/> Pool (In-Ground) |
| <input type="checkbox"/> Repair/Replacement | ____ Furnace ____ Air Conditioner | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Change of Use | ____ Commercial ____ Residential | <input type="checkbox"/> Shed |
| <input type="checkbox"/> Change of Occupancy | ____ Replacement ____ New | <input type="checkbox"/> Sign ID: ____ SQ FT: ____ |
| <input type="checkbox"/> Fire Alarm | ____ Electric ____ Gas ____ Oil | <input type="checkbox"/> Wrecking/Moving |
| <input type="checkbox"/> Fire Suppression | ____ New System; drawings & specs required | <input type="checkbox"/> Other (specify) _____ |
| ____ Sprinkler ____ Hood | | |

5. DESCRIPTION OF WORK: _____

6. COST: Estimate cost of construction/improvement for which this application is being made: \$ _____

7. USE OF THIS BUILDING AND PREMISES:

☐ Existing Use: _____ ☐ Proposed Use: _____

8. TOTAL FLOOR AREA FOR NEW BUILDINGS/GARAGES/SHEDS/ADDITIONS/DECKS: _____

The owner of this building and undersigned, do hereby covenant and agree with all the laws of the State of Ohio and the ordinances of the City of Norwood pertaining to building(s), and to construct the proposed building(s) or structure(s) or make the proposed change or alteration in accordance with the plans and specifications submitted herewith, and certify that the information and statements given on this application, drawings and specifications to the best of their knowledge, true and correct.

Application by _____ Date: _____
Owner or Agent's Name (Print & Sign) (phone number)

DO NOT WRITE BELOW THIS LINE (Office Use Only)

Required Review/upfront Fee \$ _____

Permit or Zoning Fee \$ _____

Fine \$ _____

OBC 3% (Commercial) \$ _____

RCO 1% (Residential) \$ _____

Total \$ _____

Balance Due \$ _____

Payment: ☐ Cash ☐ Check ☐ Credit Card Receipt # _____

Plans Examiner Approval: _____ Date Plans Approved: _____

Construction Type: _____ Use Group: _____

Building/Zoning Official Approval _____ Date Permit Issued: _____



Departments of Public Service & Public Safety

NBC DEMOLITION PERMITS

NBC REQUIREMENTS FOR PROJECT:

NOTE: A building permit for DEMOLITION cannot be issued until the Building Department is in receipt of the following per § 1305.03(b)(8):

- 1) A written release from Duke Energy, contact Kevin Geiman, 513-419-1357, shall be provided stating the electric and gas service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed or plugged in a safe manner.
- 2) A written release from Cincinnati Bell, contact Dorian Johnson at 513-566-5120 shall be provided stating that all telephone lines have been removed.
- 3) A written release from Warner Cable, 513-489-5907, Neal Hensley, shall be provided stating that all CATV lines have been removed.
- 4) A permit, inspection and written release from Metropolitan Sewer District, 513-244-1330 ascertaining that all sanitary sewer lines & storm water discharge lines have been removed or sealed.
- 5) Verification from the City of Norwood Water Department, 513-458-4518 that the water meter(s) have **been read** and removed. This shall be completed before Public Works (below) is contacted.
- 6) Inspection by Norwood Public Works 513-458-4615 ascertaining that all water lines have been disconnected at the mains by a Plumber registered with the City of Norwood. All water lines shall be removed from the main lines and sealed with the use of a "FULL CIRCLE" stainless steel clamp.
- 7) It shall be the responsibility of the owner to provide written conformation from an independent agency of a recent (6 months or less) title and lien search.
- 8) It shall be the responsibility of the owner to provide written conformation from an independent testing agency that no conditions relating to but not limited to lead, asbestos, chemicals, etc. exist. Abatement and other requirements (i.e. EPA standards) may need to be addresses.

GENERAL REQUIREMENTS:

- 1) §1305.01(c) & (f): complete all information on the application form including all names address and telephone numbers of property owner(s), contractor and applicant; description of proposed work; the cost of improvement; and all other required information.
- 2) All ingress and egress (driveways, etc.) areas shall and be reconstructed to match existing curbs and sidewalks abutting these areas.
- 3) Foundation walls shall be removed to below grade.
- 4) Foundation shall be filled with compacted backfill soil. An engineer's geotech inspection and report may be required.
- 5) The land shall be graded to prevent rainwater discharge on to adjoining property. Swales or other means shall be provided to discharge all runoff into the storm water system, or remain on the property.

"Gem of The Highlands"

NORWOOD CITY HALL
4645 MONTGOMERY ROAD
NORWOOD, OHIO 45212
(513) 458-4500

**BUILDING, HOUSING &
PROPERTY MAINTENANCE**
PHONE (513) 458-4510
FAX (513) 458-4511

FIRE DIVISION
PHONE (513) 458-4550
FAX (513) 458-4551

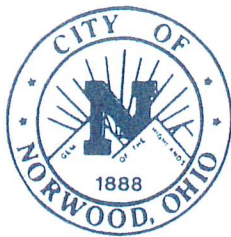
EMS BILLING
PHONE (513) 458-4554
FAX (513) 458-4551

POLICE DIVISION
PHONE (513) 458-4521
FAX (513) 458-4524

**POLICE RECORDS/
ALARM BILLING**
PHONE (513) 458-4528
FAX (513) 458-4519

PUBLIC WORKS DIVISION
PHONE (513) 458-4615
FAX (513) 458-4622

WATER BILLING DEPT.
PHONE (513) 458-4518
FAX (513) 458-4516



Departments of Public Service & Public Safety

DEMOLITION OF EXISTING STRUCTURE

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FAX (513) 458-4516

Date: _____

Property address: _____

Property owners name: _____

Owners address: _____

Owners phone number: _____

Demolition Contractor: _____

Contractors address: _____

Contractors Phone number: _____

DEMOLITION INSURANCE: YES _____ NO _____

INSURANCE COMPANY: _____ Tel# _____

Exp. Date: _____

Type of structure; Residential _____ Commercial _____ Industrial _____

Other _____

Construction: Wood Frame _____ Masonry _____ Steel _____

UTILITY SIGN OFF SHEET

Duke

Gas service; Date: _____ Signature: _____ # _____

Electric service; Date: _____ Signature: _____ # _____

Metropolitan Sewer District:

Sewer Service; Date: _____ Signature: _____ # _____

Norwood Service Department:

Water service; Date: _____ Signature: _____

Sewer service; Date: _____ Signature: _____

Cincinnati Bell Telephone:

Telephone service; Date: _____ Signature: _____ # _____

Warner Communications:

Cable TV service; Date: _____ Signature: _____ # _____

Hamilton County Recorder:

Title and Lien Search; Date: _____ Signature: _____ # _____

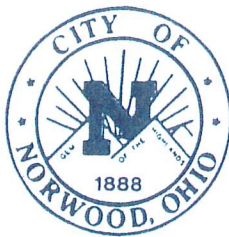
Environmental and Hazardous Material Abatement:

Engineering firm: _____

Address: _____ # _____

Date: _____ Signature: _____

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Address: _____

Conditions of the Permit:

1. The demolition is with the authorization of the Owner.
2. The Norwood Building Department will not final the permit until the sign offs for the demolition application are returned completed.
3. Work is to be performed by licensed personnel where required.
4. All work is to be accomplished in a workmanlike manner and in accordance with applicable Local, City, State and Federal requirements.
5. Hazardous material removal is the responsibility of the Owner/Owner's representative
6. All demolished materials are to be removed and disposed of in accordance with applicable requirements.
7. The Site is to be free from hazard at all times. The Site is to be maintained in a finished condition without nuisance.
8. All roads and sidewalks are to be kept clean and free from hazard.
9. All curb cuts to be removed and curbs to be installed.
10. If applicable sewer line is to be disconnected & approved.
11. Final copy of hazardous abatement report to be provided
12. A separate permit is to be obtained for any site construction or parking areas.

Conditions of the Permit Accepted:

Owner/Owner's Representative

Date

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