

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

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)	\$ _____
<b>Total</b>	\$ _____
<b>Balance Due</b>	\$ _____

Payment:  Cash  Check  Credit Card Receipt # \_\_\_\_\_

Plans Examiner Approval: \_\_\_\_\_ Date Plans Approved: \_\_\_\_\_

Construction Type: \_\_\_\_\_ Use Group: \_\_\_\_\_

Building/Zoning Official Approval \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_

NORWOOD BUILDING DEPARTMENT  
PLOT/SITE PLAN

ADDRESS \_\_\_\_\_

PERMIT # \_\_\_\_\_

LOT WIDTH \_\_\_\_\_

DEPTH \_\_\_\_\_

- A. Show set back dimension
- B. Show distance from adjacent buildings
- C. Show existing and proposed structures, additions, driveways, sheds and fences

