



## BASIC SPECIFICATIONS FOR BUILDING

---

THE FOLLOWING REQUIREMENTS MUST BE MET BEFORE ANY APPLICATION OR THE PLANNING AND ZONING COMMISSION WILL ENTERTAIN PLAN.

### PERMITS

ONLY THE OWNER OR EXCLUSIVE AGENT OF PROPERTY TO FILL OUT APPLICATION FOR BUILDING A PERMIT. IT MAY BE OBTAINED FROM BUILDING INSPECTOR OR FROM THE SECRETARY.

SUBMIT FIVE (5) SETS OF BLUEPRINTS (PRINTS), WHICH SHALL INCLUDE MECHANICAL DRAWINGS, MECHANICAL SPECIFICATIONS AND BUILDING SPECIFICATIONS. ONE (1) SET WILL BE RETURNED TO APPLICANT, APPROVED BY THE BUILDING INSPECTOR.

THE PRINTS MUST BE SUBMITTED TWO (2) WEEKS PRIOR TO THE PLANNING AND ZONING COMMISSION MEETING, WHICH IS THE FIRST TUESDAY OF THE MONTH.

A PLOT PLAN SHOWING BOTH PRESENT AND PROPOSED GRADES, SETBACK OF EXISTING ADJOINING BUILDINGS, PARKING BUFFERS, SIDEWALKS AND ELEVATIONS IS REQUIRED.

SPECIAL MEETINGS REQUIRE WRITTEN REQUEST AND APPROVAL FROM THE CHAIRMAN OF THE PLANNING AND ZONING COMMISSION. THE APPLICANT MUST PAY FOR THE COST FOR HOLDING SPECIAL MEETINGS.

- SUBMIT PHOTOSTAT COPY OF DEEDS AND ALL EASEMENTS.
- SEPTIC PERMIT MUST BE OBTAINED FROM THE CUYAHOGA COUNTY BOARD OF HEALTH.
- SEWER AGREEMENT MUST BE OBTAINED FROM WOODBRAN UTILITY COMPANY.
- WATER PERMIT MUST BE OBTAINED FROM THE CITY OF CLEVELAND WATER DEPARTMENT.

### CASH BONDS

A CASH BUILDING BOND OF ONE PERCENT (1%) OF ESTIMATED CONSTRUCTION COST IS REQUIRED; (MINIMUM SEVEN HUNDRED DOLLARS (\$700.00)).

A CASH STREET OPENING BOND OF ONE HALF OF ONE PERCENT (1/2 OF 1%) OF ESTIMATED CONSTRUCTION COST IS REQUIRED (MINIMUM THREE HUNDRED DOLLARS (\$300.00)).

THESE BONDS ARE RETURNABLE UPON COMPLETION OF WORK IN ACCORDANCE WITH ORDINANCE AND UPON WRITTEN REQUEST TO THE BUILDING INSPECTOR WITHIN A TWO (2) YEAR PERIOD OF TIME. MONIES REMAINING ON DEPOSIT AFTER A TWO (2) YEAR PERIOD SHALL BE FORFEITED AND TRANSFERRED TO THE GENERAL FUND.