



Charles E. Smith, Mayor  
 Louis Hovancsek, Chief Building Official

# VILLAGE OF WOODMERE

## BUILDING DEPARTMENT

27899 Chagrin Boulevard  
 Woodmere Village, OH 44122  
 Phone: 216.831.9511 ext 235 Fax: 216.292.7023

### APPLICATION FOR PLANS REVIEW

Date: _____	Fee: _____	_____
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Project Address: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Location, Landmarks, etc: \_\_\_\_\_

Project Name: \_\_\_\_\_

Description of Building (Store, Restaurant, etc.): \_\_\_\_\_

Nature of Job:  New  Alteration  Remodel  Change of Occupancy Other: \_\_\_\_\_

Estimated Cost of Construction: \$ \_\_\_\_\_ Square Footage of Construction Area: \_\_\_\_\_

Total Square Footage of Gross Area of all Stories of Structure: \_\_\_\_\_

OBBC Use Group Classification:  A1A  A1B  A2  A3  A4  A5  B  F  
 H  11  12  M  R1  R2  S1  S2  T

If building is in the use Group S is it for the storage of  Combustibles  Noncombustibles  Neither

If building is in the Use Group R1 or R2, specify the number of apartment units: \_\_\_\_\_

Comments and Explanations: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**All fees must in the form of a company check, certified check, cash or money order.  
 We DO NOT accept personal checks or credit cards.**

# APPLICATION FOR PLANS REVIEW

In addition to the fees to be paid for building permits as provided in section 1329.09, fees for construction or remodeling, and in addition to any fees that may be required by the Planning Commission/Architectural Review Board under section 1329.09 hereof a deposit for plan review, and any cost incurred by the municipality, shall be collected from the applicant at the time plans and specifications are submitted, and before any review of any plans as specified in the administrative section of the Ohio Basic Building Code. Deposits shall be made according to the following schedule including administration fees and state surcharges.

Estimated Cost of Construction	Plan Review Base Deposit	Filing Fee	Assessment Fee	Administrative Fee	Total Deposit
\$50,000 and less	\$600.00	\$80.00	7.50	12.50	\$700.00
50,001 to \$100,000	\$1,200.00	\$80.00	12.00	15.00	\$1,307.00
\$100,001 to \$250,000	\$1,500.00	\$80.00	23.00	20.00	\$1,623.00
\$250,001 to \$500,000	\$3,000.00	\$80.00	42.00	30.00	\$3,152.00
\$500,001 and above	\$4,500.00	\$80.00	84.00	40.00	\$4,704.00

Any sums not charged against plan review deposits shall be refunded to the applicant in accordance with Ordinance No. 1996-12. Filing fee, Assessment Fee and Administrative Fee are not refundable.

**All fire plans should be submitted separate from construction drawings. The fee for fire review is \$150.00**

Plans Prepared By (Check One) Ohio Registration Number

Ohio Registered Architect \_\_\_\_\_  
 Ohio Professional Engineer \_\_\_\_\_  
 Other \_\_\_\_\_ \_\_\_\_\_

Name of Person Drawing Plans: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_

**REQUIREMENTS:**

- Four (4) sets of drawings are required for plan review. (Additional sets may be requested)
- All drawings, including plot plans, elevations, floor plan, and plans for elevator enclosures, must be complete with wall sections showing footer, foundation, floor, wall and roof construction, indicating all structural members, size, spacing, material, etc.
- A copy of the specifications for the work must be submitted in the same quantity as the plans, or the specifications may appear on the plans.
- The name and address of the author shall be plainly printed in the lower right hand corner on all plans of drawings.
- Plot plans must be included with the drawings and must indicate distances to other buildings and property lines.
- All plans submitted shall provide sufficient information and detail to determine full compliance with the requirements of the Ohio Basic Building Code (OBBC).
- To calculate floor area, measure to outside walls for dimensions, include supported canopies as measured from the center lines of the furthest columns or supports, and do not include roofs or canopies which cantilever from building.
- Electrical calculations required with isometric and site drawings
- Plumbing isometric required with site drawings.
- Mechanical calculations required (right or manual J) with isometric and site drawings
- Model energy codes to comply with the current additions recognized by the State of Ohio Board of Building Standards.