

BUILDING AND SITE PLAN REVIEW REQUIREMENTS FOR NEW DWELLINGS AND ADDITIONS

Contact Building Department for street address and application.

Two sets of building plans and completed application must be submitted to the Building Inspector for approval. Plans must include three elevations, foundation plan, floor plan, wall detail and Model Energy Code Calculations* along with a plot plan or survey.

*Online forms available at: www.energycodes.gov/rescheck

General Contractor/Builder, Plumbing, Electrical, Sewer Layer, and HVAC Contractors must be registered to work in Tallmadge. Lists are available.

BEFORE A BUILDING PERMIT CAN BE ISSUED, THE FOLLOWING MUST BE COMPLETED:

A. APPROACH: Pre-construction approach permit and bond required.
\$100.00 - bond and \$50.00 - permit

1. If curb cut needed:
 - \$100.00 bond required.
 - Notify Street Department (330-633-5130) for inspection and proceed to Step 3.
2. If culvert pipe installation is necessary:
 - Check for sewer lateral location to determine best placement of culvert pipe.
 - Stake ditch line with two wood stakes 20 ft. apart.
 - Call Street Department (330-633-5130) to have culvert pipe sized. Owner or builder will be notified to purchase pipe.
 - Advise Street Department (330-633-5130) when pipe is on location so that the City Road crew can set pipe to proper grade.
3. After culvert pipe is set (or curb cut):
 - Owner or builder must cover approach with 7 or 8 tons of 304 Limestone.
 - Call Street Department (330-633-5130) for inspection.

B. SEWER: Registered sewer layer must obtain sewer and road opening permits through Building Department.

C. WATER: Application for water service must be made before, or at the time Building permit is issued.

NOTE: Asphalt/concrete approaches and sidewalks require separate permits with bonds.

*All bonds are held until final inspections are called for on dwelling and final grading completed and approved.

When plans are submitted for new one, two and three family dwellings, two copies of a topographic survey and site plan are required. All site plans to be reviewed by the City shall include the following information:

A. GENERAL INFORMATION

- The scale of the site plan shall be not less than 1-20 scale.
- Show the lot number, subdivision name, street address, builder identification and name of the property owner.
- Provide lot dimensions including bearings and distances and also indicate true North with an arrow.

NOTE: All property pins must be set and visible prior to site plan approval.

B. LOT DIMENSION INFORMATION

- Dimensions of front, rear, and side yards.
- Building setback of all buildings existing and to be constructed on the lot.
- Location and dimension of all proposed and existing structures on the lot including porches, decks, fireplaces, etc.
- Flow arrows indicating proposed site drainage pattern and swales.
- Show the location of city walks, driveway and approach.
- Show the location and size of sanitary and water service connections.
- Indicate storm water and sump drainage system.
- Show erosion control measures, if needed.
- Show location and elevation of the benchmark used for the site.

C. ELEVATION INFORMATION

Elevation information shall be submitted in U.S.G.S. format. Benchmark information may be obtained from the Summit County Department of Environmental Services (D.O.E.S.). (**Show existing elevations over proposed.**) Required site elevation information should include:

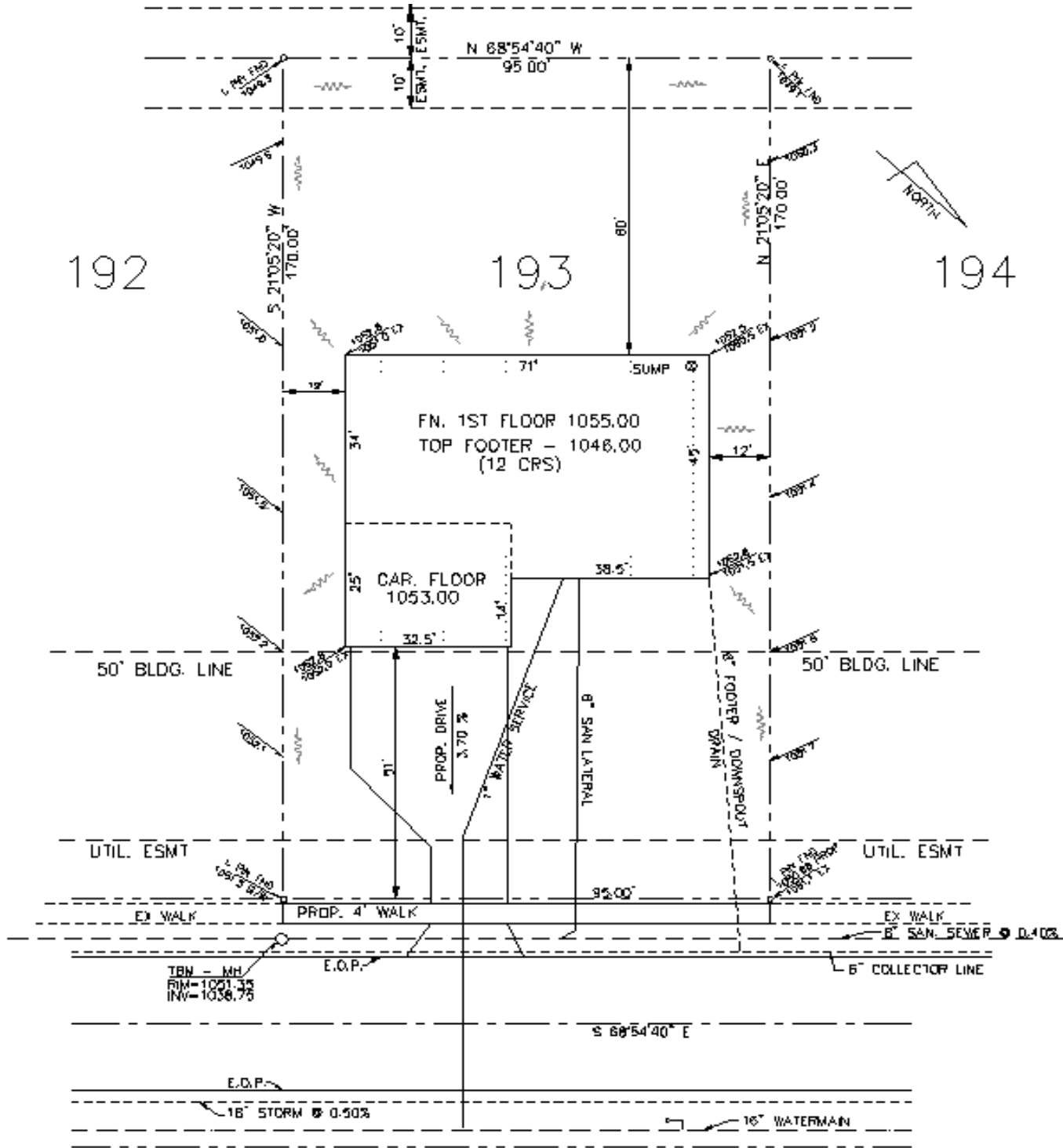
- The first floor of the dwelling, garage finished floor, and bottom of the footer on all buildings.
- Finished curb or crown of the street at a point of extension of the lot lines.
- Existing and proposed grade elevations at each principle corner of each structure.
- Finished grade at each side of major changes in grade such as retaining walls, steep slopes, etc.
- Finished grade at the curb or street.
- Finished ground and first floor elevations of buildings on adjacent lots.
- Elevations and topographic for all areas within 25 ft. of lots which are on the same side of the street.

NOTE: Top of foundation elevation shall be minimum of 2 feet above the top of the curb.

D. GENERAL GRADING REQUIREMENT

The slope away from buildings shall fall a minimum of 6 inches within the first 10 feet, except as restricted by the property line where the fall shall be 6 inches regardless of the horizontal distance.

The maximum drive slope is +10%.



SCALE: 1"=20'