



The Village of Hartville

202 WEST MAPLE
PO BOX 760
HARTVILLE, OHIO 44632-0760
(330) 877-9222

DECK PERMITS

This is a brief overview of what you will need:

1. A Zoning Permit must be pulled first. Once approved (usually 1 to 3 days), then proceed with the Building Permit.
2. Two sets of plans which will include a site plan showing the parcel, location of existing house and proposed location of the deck-indicating the distance of the deck from the rear and side property lines.

Two (2) hand drawn prints accepted on sheds. Plans must indicate measurements, dimensions, materials, etc.

One copy will be returned to you after approval from the Chief Building Official and one is kept in a permanent file at the office.

3. CONSTRUCTION:

*All Decks more than 30" above grade shall have:

- A guardrail with a minimum height of 36".
- Hand rails installed on the stairs, not less than 34" in height, measure vertically from the nosing of the treads.

*The footer for deck postholes must be a minimum 38" deep. An inspection of postholes is required.

*Deck joists should be 16" on center (2 x 8 min).

*6 mil. Polyethylene and a 2" minimum of gravel are required under the deck for weed control.

*Balusters of the deck railing shall be spaced so that a 4" sphere cannot pass between the spindles.

*Deck posts must be a minimum of 4" x 4".

*Describe the type of materials to be used.

4. Contractor name, address and phone number. **All contractors must be registered with the Village of Hartville.**
5. After submission of Building Permit, it normally takes 2 – 3 days for the Chief Building Official to approve the plans. You will be contacted when the permit is ready and it can be picked up.
6. The permit fees are:

Zoning Permit Fee	\$50.00 + \$0.10 per sq. ft. outside dimensions
Building Permit Fee	\$50.00

7. You will need 1) footer/posthole inspection (min. depth from bottom of footer to grade is 38") and 2) final inspection. Please call the office to set those up.

NOTE: The Village of Hartville's office hours are as follows: Monday thru Friday 8:00 a.m. to 5:00 p.m. with the exception of Thursdays 8:00 a.m. to Noon.

APPLICATION FOR RESIDENTIAL BUILDING PERMIT
(1, 2, & 3-Family Dwelling Units)

Village of Hartville Building Department
202 W. Maple Street
Hartville, OH 44632
330-877-9222
www.hartvilleoh.com

Permit/Plan Exam #: _____

Fee \$ _____ x 1%= _____ (See Attached Fee Schedule) **Date** _____ 20 _____

Description of Work (RCO 107.2.1): _____

Project Location Address: _____, Hartville, Ohio

Estimated Cost of Project: \$ _____

Zoning Permit No. _____ **Sanitary Permit No.** _____

Area Space: (Round up to nearest 100 sq. ft.)

First Floor _____ Second Floor _____ Basement (if finished) _____

Garage _____ Deck/Porch _____ Other: _____

Total Area Space: _____

Type of Improvement: New Building Alter/Remodel Addition Garage/Pole Bldg. Roof
 Deck Accessory Bldg/Shed Demolition Other _____

Registered Design Professional – If Applicable: (RCO 106.1.1-3, 106.2) Designer: _____ Reg./Cert./# _____

Property Owner: _____ **Contractor:** _____

Address: _____ Address: _____

City: _____ State/Zip: _____ City: _____ State/Zip: _____

Owner's Phone: _____ Contractor's Phone: _____

Email: _____ X _____

Signature of Applicant

Foundation Inspection: Date: _____ **Insulation Inspection:** Date _____

Inspector: _____ Inspector: _____

Rough Inspection: Date: _____ **Final Inspection:** Date _____

Inspector: _____ Inspector: _____

Other Inspection: Date: _____

Inspector: _____

Re-Inspections: _____

Inspector's Notes: _____

VILLAGE OF HARTVILLE, OHIO
ZONING DEPARTMENT
APPLICATION FOR
ZONING PERMIT

Zoning permit No. _____

Date Issued _____

SANITARY DISCHARGE APPROVAL
BY BOARD OF PUBLIC AFFAIRS

Date: _____

A scale plan must be submitted with this application showing the size and location of the Lot, the dimensions and location of the proposed building or structure on the lot and the dimensions and location of existing buildings or structures on the lot.

Name of Applicant _____ Phone _____

Address _____

Owner of Premises _____ Address _____

Email Address: _____

Application is hereby made to: (Description of Work) _____

To be used for (Indicate purpose, number of units or offices, etc.) _____

On premises located at _____

DESCRIPTION

(1) Size of lot: _____ feet wide _____ feet deep

(2) Size of building or structure: Floor area _____
Maximum: Width _____ ft. Depth _____ ft.
Height: Stories: _____; feet _____

(3) Location on Property:

Proposed Yards

FRONT _____ ft. from Property Line to Building or Structure.

SIDE _____ ft. from Property Line to Building or Structure.

SIDE _____ ft. from Property Line to Building or Structure.

REAR _____ ft. from Property Line to Building or Structure.

(4) Character of Construction _____

(Brick, Frame)

(5) Estimated Cost of Work \$ _____

(6) Present use of Land, Existing Buildings or Structures on Lot: _____

Signature of Applicant

Please note any additional information on separate sheet and attach to this form.

CERTIFICATION OF ZONING INSPECTOR'S EXAMINATION

I have examined the foregoing application, plans and information, found them not / to conform with the zoning requirements and grant / refuse them a Zoning Permit.

By _____ Date _____