



CITY OF PARMA HEIGHTS
DEPARTMENT OF PUBLIC SERVICE

APPLICATION FOR NEW CONSTRUCTION PERMIT

Property Information	
1. Location of the Property	
2. Parcel Number	

Property Owner Information	
3. Property Owner Name	
4. Property Owner Address	
5. Property Owner Number	
6. Property Owner Email	

Contractor Information	
7. Name/Firm	
8. Address	
9. Number	
10. Email	

Permit Type			
Type	Square Footage	Type of Installation	Estimated Value \$
<input type="checkbox"/> Residential Building			
<input type="checkbox"/> Commercial Building			

Requirements
<input type="checkbox"/> 4 Complete sets of Site Plan/Drawings stamped by architect

11. Describe briefly your request



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Application Fees

12. All appropriate fees and plans shall be submitted with application. Fees are not refundable. Any alteration to the original proposal will, at the discretion of the Director of Public Service, be considered a new proposal and will be charged accordingly.

Re-Inspection Fee: A fee of fifty dollars (\$50.00) shall be charged for each additional re-inspection.

Plan Changes: An additional fee of 50% of the original permit

Work Without Permit: The permit(s) cost shall be doubled for work begun or completed without obtaining a permit.

Applicant's Initials

Acknowledgement & Signature

Application is hereby made for permit to do work as described. The acceptance of the permit herein applied shall constitute an agreement on the part of the undersigned to abide by all the conditions therein contained; and to comply with all ordinance of the City of Parma Heights and the laws of the State of Ohio relating to work to be done thereunder and said agreement is a condition of said permit.

Commercial projects require City Plans Examiner approval before permit can be issued.

Separate building permit applications required for plumbing, electrical, HVAC, and etc....

It is the applicant's responsibility to review and comply with all mandates of the Parma Heights Codified Ordinances relative to this application request. Parma Heights Codified Ordinances can be found on the City's website at www.parmaheightsoh.gov.

All inspections needed will be listed on the permit. All inspections must be scheduled at least 24 hours in advance.
Permit number required to schedule inspections.

Applicant Name (print):

Signature of Applicant:

Date

Chief Building Official

Office Use Only

Permit Number	
Permit Fee	
Permit Date	
Building Code	
Tax	%