



CITY OF PARMA HEIGHTS
DEPARTMENT OF PUBLIC SERVICE

APPLICATION FOR ROOF 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	Estimated Value \$	Description	Material
<input type="checkbox"/> Residential Tear off		Tear off old roof and replace with ice guard and new layer	
<input type="checkbox"/> Residential Re-roof		Add an additional layer of roof, without removing a layer. One re-roof allowed (2 layers). Second re-roof will be taken off underlay before installing the new roof material. Ice guard required.	
<input type="checkbox"/> Residential Detached Garage		Detached garage is a separate structure from the home	

Permit Type			
Type	Estimated Value \$	Square Footage	Material
<input type="checkbox"/> Commercial Roof			



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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.

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

Official Use Only

Office Use Only

Permit Number	
Permit Fee	
Permit Date	
Building Code	
Tax	%