

Interior Alteration /Remodel Permits

City of Wadsworth

This guide provides information on obtaining permits for interior remodeling projects such as bathrooms and kitchens or fire repair that require building permits in the City of Wadsworth.

Building Permits Are Required for altering or constructing walls, joist, beams or rafters.

Electric Permits Are Required for adding outlets, fixtures or circuits.

Plumbing Permits May Be Required when bathroom, sink, or toilet facilities are to be provided. Contact the Medina County Health Dept for more info at 330-7239523.

Step 1) Prepare a Floor Plan showing the proposed construction area.

Building Plans Should Include:

- A floor plan showing the intended use of the area including the locations of appliances and plumbing fixtures, smoke & CO alarms if bedroom is included, window locations & size + distance from nearby doors; exterior door height above grade.
- Structural alterations must include new opening sizes and supporting construction for below or above (headers or beams).

Step 2) Permit Application Submission & Payment

- Please submit any Zoning and Building Permit applications & site plans at this time by email or mail with an email address included.
- Payments (checks) may accompany the applications if mailed, or be made after permit approval with a credit card by phone.

Building Permit = \$ 50.00

Electric Permit = \$ 50.00 + .05 Sq. Ft

- Receipts and permits will then be returned by email if possible or mailed.
- Please email or call the office for instructions on handling large sets of plans, or with other questions.

Application Submission: jstefl@wadsworthcity.org 330-335-2753

Construction Questions: khall@wadsworthcity.org 330-335-2780

Checks Payable to: City of Wadsworth

Mailing Address: Building Department
City of Wadsworth
120 Maple Street
Wadsworth, OH 44281

PERMIT APPLICATIONS ↓

RESIDENTIAL BUILDING/ZONING PERMIT APPLICATION CITY OF WADSWORTH 330-335-2753

PERMIT ISSUANCE ___/___/___

PERMIT # _____

Applicant Information – (Applicant is the Owner or Contractor)

APPLICANT/(Owner/Contractor) _____ **EMAIL** _____
JOB ADDRESS _____
PROJECT DESCRIPTION _____
OWNER _____ **PHONE** _____
OWNER ADDRESS _____
CONTRACTOR _____ **PHONE** _____
CONTRACTOR ADDRESS _____ **PHONE** _____
ESTIMATED COST OF CONSTRUCTION\$ _____ (Cost of Materials and Labor. Excludes Lot.)

***FRONT SETBACK** N/A if in Rear _____ **BASEMENT AREA** ... (Not Crawl Space)..... _____
***LEFT SETBACK**..... _____ **FIRST FLOOR LIVING AREA**..... _____
***RIGHT SETBACK**..... _____ **SECOND FLOOR LIVING AREA**..... _____
***REAR SETBACK**..... _____ **GARAGE AREA** _____
***HEIGHT ABOVE GRADE**..... _____ **TOTAL BUILDING AREA (SQ. FT.)** _____

(*SETBACKS INCLUDE OVERHANGS, CHIMNEYS ETC.)

I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OF THE NAMED PROPERTY OR THAT I HAVE BEEN AUTHORIZED BY THE OWNER OF RECORD TO MAKE THIS APPLICATION AS HIS AGENT; AND I CERTIFY THAT ALL INFORMATION FURNISHED ON THIS FORM IS ACCURATE; AND I AGREE TO CONFORM TO ALL APPLICABLE CODES OF THE JURISDICTION; AND OBTAIN FINAL INSPECTION APPROVAL BEFORE OCCUPANCY OF THE STRUCTURE. I CERTIFY THAT THE CODE OFFICIAL, OR HIS REPRESENTATIVE, SHALL HAVE AUTHORITY TO ENTER AREAS COVERED BY THIS PERMIT AT ANY REASONABLE HOUR TO ENFORCE PROVISIONS OF THE APPLICABLE CODES. I UNDERSTAND WHAT INSPECTIONS ARE REQUIRED, AND WHEN, AND HOW TO REQUEST AN INSPECTION.

- CALL THE CITY OF WADSWORTH AT 335-2753 FOR BLDG., ELECTRIC, HVAC, INSPECTIONS.
- CALL MEDINA CO. HEALTH DEPT. AT 723-9668 FOR ALL PLUMBING PERMITS.

SIGNATURE OF Owner/Agent _____ **DATE** _____



PRINT NAME _____

Official Use Only – Do Not Write Below This Point

Use _____ Conditional

Plan. Com. Approval	Date _____	Zoning District _____
B.Z.A. Approval	Date _____	Parcel # _____
In Flood Hazard Area?.....	Yes _____ No _____	City Lot # _____

Fee Computation

CONSTRUCTION BASE FEE	\$ _____ . _____	BP
BUILDING AREA (SQ. FT.) (x \$.15)	\$ _____ . _____	BP
FIREPLACE OR ADDITIONAL HVAC..... (\$25.00 ea.)	\$ _____ . _____	BP
ZONING PERMIT FEE	\$ _____ . _____	ZP
RECREATION ACQUISITION FEE	\$ _____ . _____	DA
RECREATION DEVELOPMENT FEE.....	\$ _____ . _____	DR
DEMOLITION FEE	\$ _____ . _____	PM
OTHER.....	\$ _____ . _____	
OTHER.....	\$ _____ . _____	
OTHER.....	\$ _____ . _____	
TOTAL PERMIT FEES	\$ _____ . _____	Total

ZONING OFFICIAL / DEPUTY APPROVAL _____ DATE _____

BUILDING OFFICIAL / DEPUTY APPROVAL _____ DATE _____

INTERIOR ALTERATION INSPECTION GUIDELINES

City of Wadsworth

Where To Call For Building And Utility Inspections:

Building, HVAC, and ALL Electrical Inspections, _____ **330-335-2753**
Plumbing inspections - Medina County Health Dept _____ 330-723-9523

Questions Relating To Building Procedures Should Be Directed To:

Kevin Hall, Building Official _____ 330-335-2780
Jennifer Stefl, Administrative Assistant _____ 330-335-2753

The City of Wadsworth Building Department is located at 120 Maple Street, Wadsworth Ohio. Business hours are Monday through Friday from 7:30 a.m. to 4:30 p.m.

Building and HVAC Inspections should be requested by 9:00 a.m. the day the inspection is needed by scheduling an inspection at (330) 335-2753 or leaving a message on voice mail, which is available 24 hours a day. Electrical inspections must be scheduled by 2:00 p.m. on the day before the inspection.

Following is a schedule of building inspections which may be required for each dwelling, building, addition, deck or alteration:

REQUIRED BUILDING PERMIT INSPECTION PROCEDURES

- Rough Plumbing** – Inspected by Medina County Health Dept., 4800 Ledgewood Drive, Medina, Ohio. 330-336-4136. Any part of plumbing system that will be covered is inspected.
- Rough Electrical** - Any part of electrical system that will be covered is inspected.
- Rough Frame** - Performed after Plumbing and Electrical inspections are approved.
- Insulation** – May be performed after Rough Building Inspection for outstanding fire-stopping issues approval,
- Final Electric** - Performed at the completion of the electrical wiring. Power and lighting distribution, all electrical devices, outlets, fixtures, panels, and grounding are inspected.
- Final Plumbing** - Performed after the completion of all water supply, and sanitary drainage systems by the Medina County Health Dept.
- Final Building Inspection and Occupancy Permit** - Performed after approval of all other inspections: