

# Residential Mechanical Permit

PORTAGE COUNTY  
449 S. Meridian Street, Ravenna, OH 44266  
Phone: 330-297-3530 Fax: 330-297-3896

Date Received
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Permit # _____
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Owner's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Site Address \_\_\_\_\_ Twp \_\_\_\_\_

Owner's current address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contractor \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Describe work** \_\_\_\_\_

## SQUARE FOOTAGE:

Basement \_\_\_\_\_ 1<sup>st</sup> Fl \_\_\_\_\_ 2<sup>nd</sup> Fl \_\_\_\_\_ 3<sup>rd</sup> Fl \_\_\_\_\_ Accessory bldg \_\_\_\_\_

Other \_\_\_\_\_ *TOTAL SQUARE FEET* \_\_\_\_\_

The undersigned (if not the owner) hereby states that authority has been granted by the property owner to apply for this permit. This application is submitted for a permit to install new mechanical systems or to alter existing systems within the structure as identified. The acceptance of this permit herein applied for shall constitute an agreement on the part of the undersigned to abide by the rules and regulations of Portage County and the laws of the State of Ohio. All work shall be conducted in a workmanlike manner. Inspections shall be called at least (24) hours in advance, using our voice mail number (330-298-1113). All residential permits have a fixed life of twelve (12) months. One additional (12) twelve month extension will be granted if the request for such an extension is submitted in writing by the permit holder within (10) days of the expiration date of the permit accompanied by the required fee. All permitted work must start within (6) months of the issuance of the permit. All permits shall become invalid if the authorized work is suspended, postponed or abandoned throughout any (6) six month period. The acceptance of the permit applied for shall constitute an agreement on the part of the owner/contractor:

I, \_\_\_\_\_ agree to abide by the laws and rules of the State of Ohio and the resolutions of Portage County, and that I understand the permit expiration procedures.

Residential Mechanical Fees (to be filled out by Dept. staff)

New Dwelling / Additions / Alterations (Includes all mechanical systems and components)	\$ 40.00 + 4.00 / 100gsf	\$ _____
Minor Repairs	35.00	\$ _____
Water Pump / Furnace / Boiler	40.00	\$ _____
Hydronic piping systems	\$ 40.00 + 2.00 / 100 gsf	\$ _____
Fireplace / Wood Burner	40.00	\$ _____
Failed re-inspections	35.00	\$ _____
Replacement components	40.00	
Penalty Fee (work started prior to obtaining a permit)	Twice the schedule fee	\$ _____
Special Inspections / fire damage / occupancy	40.00	\$ _____
	<b>Sub Total</b>	\$ _____
	<b>Add 1% per House Bill # 175</b>	\$ _____
	<b>TOTAL FEES:</b>	\$ _____

Check # \_\_\_\_\_ Cash \_\_\_\_\_

Receipt # \_\_\_\_\_

Clerk \_\_\_\_\_ Date \_\_\_\_\_

**Make checks payable to: Portage County Treasurer**