



RESIDENTIAL ADDITIONS & ALTERATIONS

ZONING APPROVAL – PLAN AHEAD

All Room Additions are subject to Review and Approval to ensure compliance with Englewood Zoning Ordinances and Regulations. We encourage every person considering an Addition, to discuss their plans with our Building/Zoning Department BEFORE beginning the project. Much time, effort and aggravation can be saved by doing your homework before spending your hard earned money.

PERMIT CHECKLIST

Drawing Submittal Standards:

- Submit two sets of construction documents
- All drawings must be drawn to a recognizable scale, such as 1/4"= 1'-0" for the floor plans
- All sheets must include the owner's Name, Project Address and Date
- All sheets must include name and contact information of person who prepared the drawings

Additions/Alterations Drawing Checklist *These lists indicate common elements that must be submitted for this project type. Individual projects vary & may require additional information. If unsure of the project requirements, contact Building Regulations.*

A. Site Plan:

- Plans must show distances to property lines, setback and easements on the property.
- Plan must show all Structures, Proposed and Existing.
- Plans must indicate the location, dimensions and shape of the proposed project

B. Foundation/Footer Plan

- Location and dimensions of Footings, Pier Footings and Thickened Slabs
- Identify Footing, Foundation and Slab Materials

C. Floor Plans

- Show existing and proposed Layout and Label all Rooms (kitchen, bedroom, dining, etc...) associated with project.
- Indicate location all and venting of Appliance, Bath/Kitchen fixture, HVAC and Laundry equipment associated with project
- List Room Dimensions and Indicate Size and Location of Windows, Doors, Egress Windows, Smoke and CO Detectors.
- Indicate Load Bearing Walls and Safety Glazing locations

D. Framing Plan

- Framing plans must be fully dimensioned between posts, beam lines, and include overall dimensions and identify all framing members and connectors.
- Rafter, Truss and Joist Size, Spacing and Direction
- Connection and flashing detail at house, Rafter hangers and Ledger Boards
- Header and beam sizes and bearing locations
- Submit roof framing details or certified trusses drawings.
- Stair details (riser & tread dimensions, balusters, clearances, handrails, etc.)
- Show Porch, Deck structural details and Attachment to house details.(if applicable)

City of Englewood Division of Code Enforcement 333 W. National Rd. Englewood, Ohio 45322

Ph# 937-836-5106 www.inglewood.oh.us



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E. Exterior Elevations

- All Exterior Views of proposed project including view of existing house.
- Show all doors and windows, finish materials and grade elevations.
- Include decks, porches, steps, landings and railings
- Include portion of existing house for reference

F. Wall Sections (For all wall types in project (basement, crawlspace, 2 story high rooms, garage, porch, etc.)

- All foundation materials, sizes, dimensions, reinforcement
- Foundation waterproofing system & perimeter drain
- Anchor bolts, including size, spacing, distance from plate ends or corners, etc.
- Floor component information (sill plate, joists, rim joist, sheathing, etc.)
- Wall framing components, size, spacing, sheathing, vapor barrier, wall heights, etc.
- Soffit details, including continuous ventilation
- Exterior finishes
- Masonry veneer details (air space, ties, sheathing protection, flashing, weeps, etc.)
- Roof components (rafters or trusses, roof sheathing, ice protection, underlayment, shingles, etc.)
- All insulation components at foundation, wall & roof areas, including covering, if required
- Show all material used and the size of; footings, foundations, connections, floors, walls, wall coverings & veneers, ceilings and roofs. Include waterproofing, insulation; thickness and R-value. Truss drawings may be presented at the Framing Inspection.

Energy Conservation Compliance calculations:

RES-Check or Montgomery County approved alternate compliance method.

Note: R values and U factors must match the various wall sections

**Please contact this office with specific questions.
Office hours are 8:00 – 4:30, Monday through Friday**

NOTE: For ELECTRICAL and PLUMBING Information and or Permits please contact...

ELECTRICAL - Ph# 433-4642
National Inspection Corporation

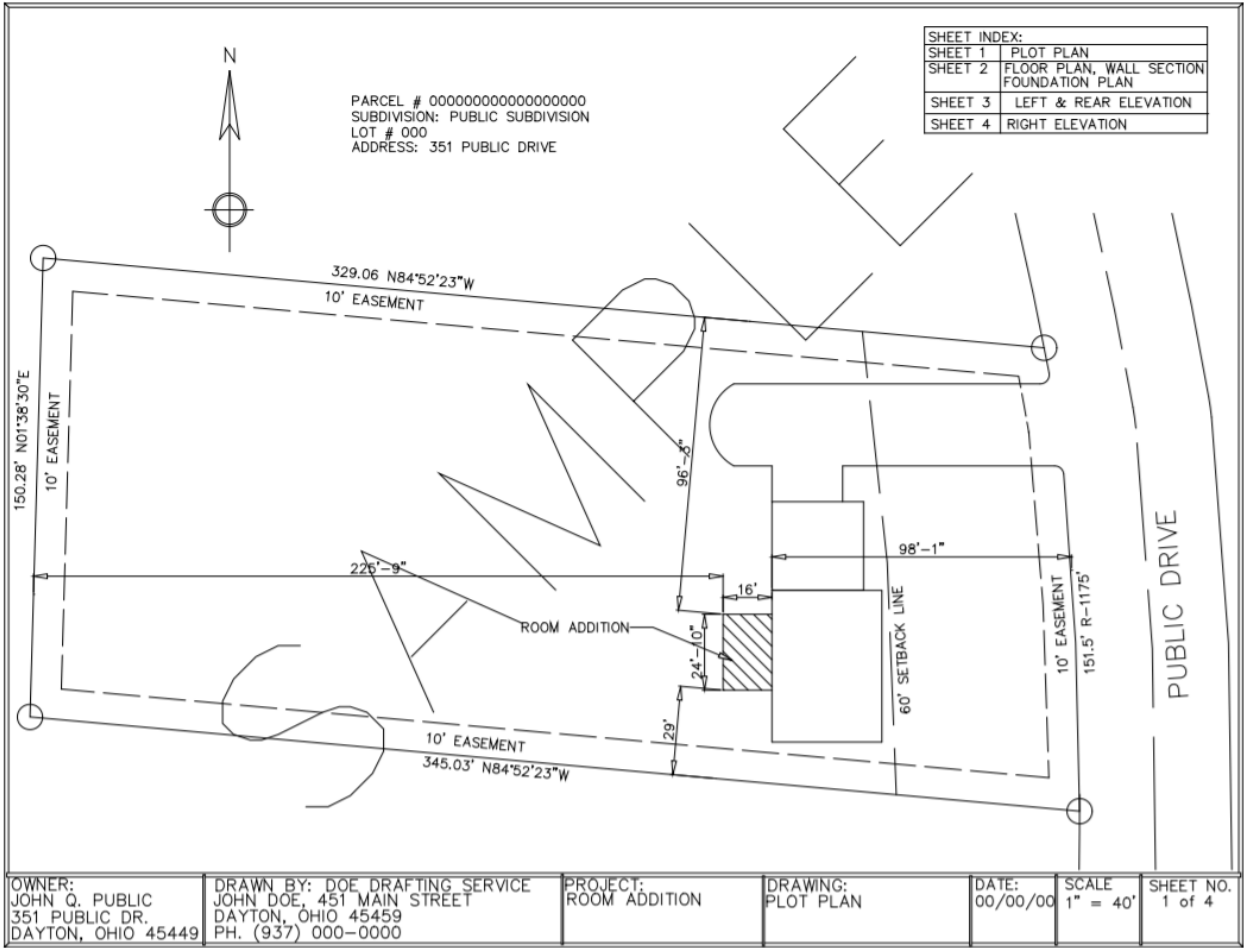
PLUMBING - Ph# 225-4943
Montgomery County Combined Health District

City of Englewood Division of Code Enforcement 333 W. National Rd. Englewood, Ohio 45322
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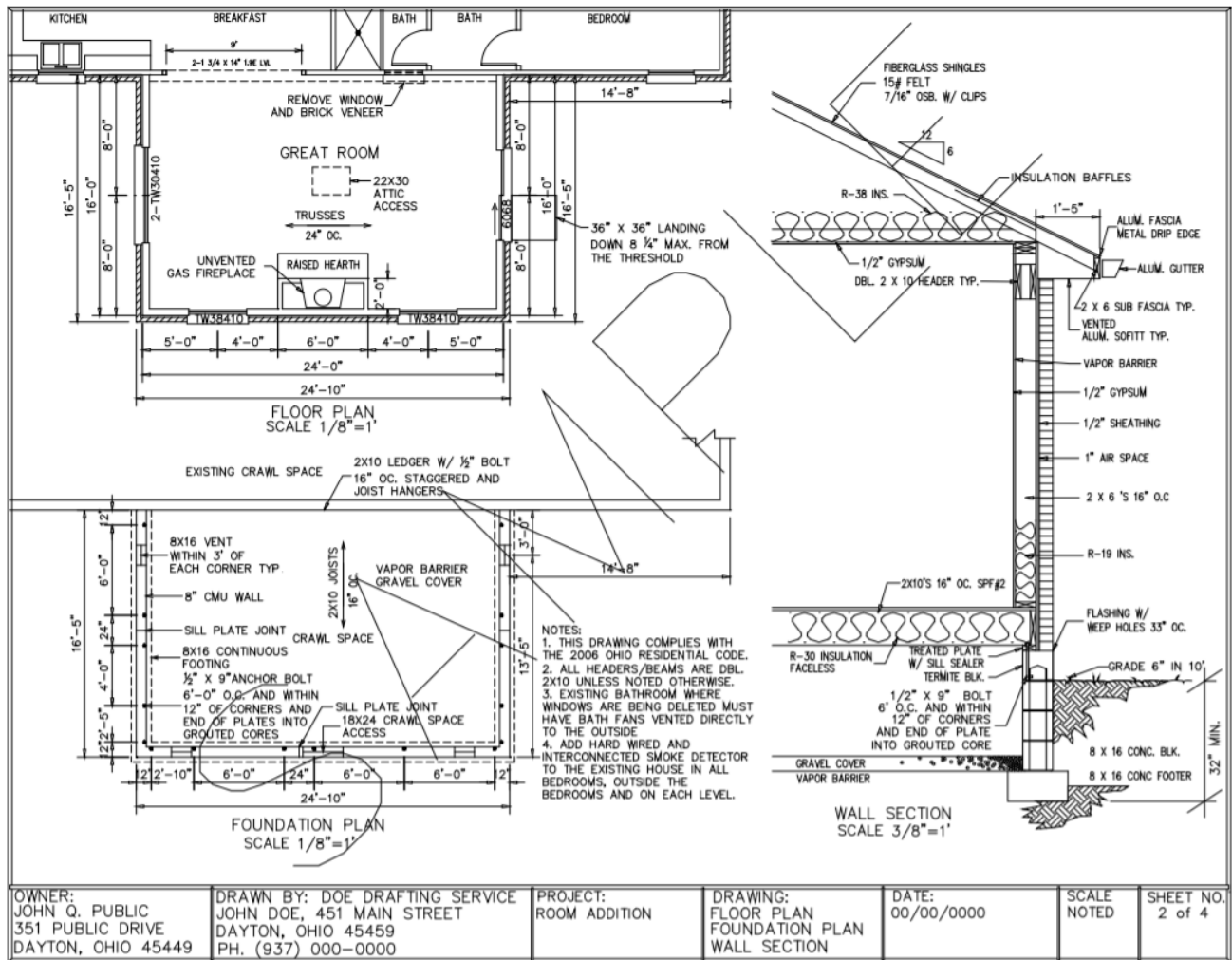
SAMPLE PLOT PLAN





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SAMPLE FLOOR PLAN FOUNDATION PLAN WALL SECTION



OWNER: JOHN Q. PUBLIC 351 PUBLIC DRIVE DAYTON, OHIO 45449	DRAWN BY: DOE DRAFTING SERVICE JOHN DOE, 451 MAIN STREET DAYTON, OHIO 45459 PH. (937) 000-0000	PROJECT: ROOM ADDITION	DRAWING: FLOOR PLAN FOUNDATION PLAN WALL SECTION	DATE: 00/00/0000	SCALE: NOTED	SHEET NO. 2 of 4
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SAMPLE ELEVATION DRAWINGS

OWNER: JOHN Q. PUBLIC 351 PUBLIC DRIVE DAYTON, OHIO 45449	DRAWN BY: DOE DRAFTING SERVICE JOHN DOE, 451 MAIN STREET DAYTON, OHIO 45459 PH. (937) 000-0000	PROJECT: ROOM ADDITION	DRAWING: LEFT ELEVATION REAR ELEVATION	DATE: 00/00/0000	SCALE 1/8" = 1'	SHEET NO. 3 of 4
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OWNER: JOHN Q. PUBLIC 351 PUBLIC DRIVE DAYTON, OHIO 45449	DRAWN BY: DOE DRAFTING SERVICE JOHN DOE, 451 MAIN STREET DAYTON, OHIO 45459 PH. (937) 000-0000	PROJECT: ROOM ADDITION	DRAWING: RIGHT ELEVATION	DATE: 00/00/0000	SCALE 1/8" = 1'	SHEET NO. 4 of 4
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