



- E. Floor Plans: Complete floor plans, including plans of full or partial basements and full or partial attics. Floor plans must show all relevant information such as door swings, stairs and ramps, windows, shafts, all portions of the means of egress, etc., and shall be sufficiently dimensioned to describe all relevant space sizes. Wall materials shall be described by cross-hatching (with explanatory key), by notation, or by other clearly understandable method. Spaces must be identified by how each space is intended to be used.
- F. Exterior Wall Envelope: The residential construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, comers, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane, all elevations necessary to completely describe the exterior of the residential building including floor to floor dimensions, and details around openings. See the 2019 RCO Energy Compliance Declaration Form.
- G. Sections: Cross sections, wall sections, details including typical connections as required to fully describe the residential building construction showing wall, ceiling, floor and roof materials. Residential construction documents shall describe the exterior wall envelope in sufficient detail to determine compliance with the RCO.
- H. Structure: Complete structural description of the residential building including size and location of all structural elements used in the design of the residential building and other data as required to fully describe the structural system.
- I. Rating: The fire-resistance ratings of all structural elements as required by this code, data substantiating all required fire-resistance ratings including details showing how penetrations will be made for electrical, mechanical, plumbing, and communication conduits, pipes, and systems, and the materials and methods for maintaining the required structural integrity, fire-resistance rating, and firestopping.
- J. System Descriptions: Description of the mechanical, plumbing and electrical systems, including: materials; location and type of fixtures and equipment; materials, and sizes of all ductwork; location and type of heating, ventilation, air conditioning and other mechanical equipment and all lighting and power equipment. See the 2019 RCO System Descriptions Form.
- K. Additional Information: Additional graphic or text information as may be reasonably required by the residential building official to allow the review of special or extraordinary construction methods or equipment.
- L. Manufacturer's Installation Instructions: As required by this code, shall be available on the job site at the time of inspection.
- M. Amended (Revised) Construction Documents: If substantial changes to the residential building are contemplated after first document submission, or during construction, those changes must be submitted in duplicate with an Application for Residential Building Permit Plan Review to the Lake County Building Department for review and approval.

4. ZONING PERMIT - Check with the local zoning inspector for requirements. Bring a copy of the zoning permit to the Building Dept if required. If a Zoning permit is not required please provide the name and number of the person you spoke to.
5. SITE PLANS - Submit required number of site plans to the local zoning inspector, Lake County Soil & Water, Lake County Engineer/Stormwater Management, Lake County Health District, and the Lake County Utilities for approvals, if necessary.
6. WATER SUPPLY (for new dwelling) – If public water is not available, the applicant must supply acceptable evidence that an adequate supply of potable water is available. A well log approved by the Lake County Health District will be acceptable.
7. SANITARY SEWERS/ SEPTIC SYSTEMS (for new dwellings) –If public sanitary sewers are not accessible, an individual disposal system must be installed in accordance with the Ohio State and County Health District’s requirements. Contact the Lake County Health District. If a septic system is to be installed, the Lake County Health District (See Item # 11) must approve the grade/site plan.
8. LAKE COUNTY DEPARTMENT OF UTILITIES SEWER & WATER AVAILABILITY NOTICE FORM (for new dwellings) signed by the Lake County Utilities Department.
9. LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT (for new dwellings) - Submit a copy of the Approval Letter from the Lake County Soil and Water District if applicable.
10. LAKE COUNTY ENGINEER I STORMWATER MANAGEMENT DEPT (for new dwellings) - Approval stamped on site plan (See Item # 11) if applicable.
11. SUBMIT A SITE PLAN with all required approvals ON ONE SITE PLAN: Lake County Engineers I Stormwater Management, Lake County Soil & Water District, and the Lake County Health District, if applicable.
12. STATE 1% PERCENT FEE: Pursuant to 3781.102 (F) (2) of the Ohio Revised Code all residential permits and plan reviews shall be charged a 1% state tax.