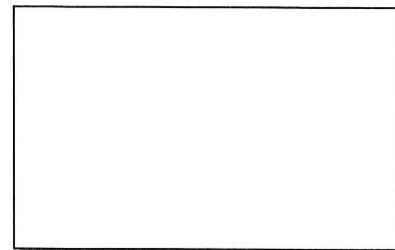




Portage County Building Department
449 S. Meridian Street, P O Box 1217
Ravenna, OH 44266
Phone: 330-297-3530 Fax: 330-297-3896
Website: www.co.portage.oh.us



NEW HOMES & ADDITIONS ONLY

RESIDENTIAL PLAN REVIEW APPLICATION

Submit one application for each building or structure. Please print or type. All sections must be completed.

Plan Exam # _____

Owner Information

Owner's/Applicant Name: _____

Site Address: _____

Village/Township: _____

I hereby certify that I am the (select one) ☐ Owner ☐ Agent for the Owner of the subject of this application and all information contained in this application is true, accurate, and complete to the best of my knowledge. I understand that the omission of reference to any provisions will not nullify any requirement, nor exempt any structure from such requirement of the applicable building code. The Owner and/or the Agent of the Owner identified on the plans and construction documents shall be responsible for the design, structure, safety, and maintenance of the structure per the requirements of the applicable building code. The approval of the submitted application, plans, construction documents or any notations thereon, and issuance of a Certificate of Plan Approval shall not excuse the Owner from complying with all rules and laws of the State and County, all of which are implied to be included herein and made a part thereof. Any objections may be appealed to the applicable board of building appeals. I understand that all fees are non-refundable and non-transferable. All official correspondence in connection with this application will be sent to the attention of the Applicant as listed above.

Signature: _____ Print Name: _____ Date: _____

Plan Review

<input type="checkbox"/> Application Fee – All fees are non-refundable	\$	75.00
State Fee 1%	\$.75
Total Fee Due	\$	75.75

This area is for Official Use Only: Make checks payable to: Portage County Treasurer

Payment: ☐ Cash / ☐ CK# _____ Receipt # _____