



Richland County Courthouse

RICHLAND COUNTY DEPARTMENT OF BUILDING REGULATIONS

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Residential Accessory Building Plan Requirements

This checklist is used to detail building plan requirements and construction document details for residential accessory storage building plans and documents submitted for review. Detached, one-story accessory structures over 200 square feet require a building permit. Fees must be paid at the time of application before plan and document review commences. Please submit two (2) sets of plans and documents. Plans shall be neatly drawn to a consistent and recognized scale (1/4"=1' minimum). Plans are required to contain adequate information to be properly reviewed. Referring to code sections in general does not allow us to review proposed methods of construction. Plans containing general code references will be returned for more specific information. Drawings shall be reviewed under the most current edition of the Residential Code of Ohio (RCO).

General Plan and Application Information:

1. ___ Address, contact information, and Ohio license number (if applicable) for:
 - a. ___ Owner, Designer(s), General, Electrical, and Mechanical Contractors, Other Contractors
2. ___ Complete and accurate directions to project site must be provided on the application.
3. ___ Items to be noted on the first sheet:
 - a. ___ Index of Drawings
 - b. ___ Area in gross square feet
 - c. ___ Number of Stories and Basement/Crawl Space/Slab
4. ___ Provide the name of the Power Company or utility.

- d. ___ Stairways
18. ___ Attic Access
19. ___ Floor Construction
 - a. ___ For garages, show slope or floor drains
 - b. ___ Lofts or storage area framing
20. ___ Roof Framing Plan

Building Structural Design Information:

21. ___ Soil Bearing Pressure
22. ___ Floor Live Loads
23. ___ Lumber Sizes, Grades, and Species.
24. ___ Manufacturer's Truss Diagrams if used.
25. ___ Method(s) of anchoring for non-frost protected structures per RCO 301.2.1.

Other permits to be submitted with Application:

5. ___ Approved Zoning permit for construction in zoned townships and municipalities.
6. ___ Approved Stormwater Management Permit (Richland County Unincorporated areas and Lexington Only).
7. ___ Septic or County Sewer approval (Richland County only).

Elevation View of Exterior:

26. ___ Elevation Views of all sides of building showing:
 - a. ___ Grade
 - b. ___ Walls
 - c. ___ Openings- windows/doors

Site Plan: (minimum reqs. per RCO 106.1.1, No.2.)

8. ___ Shall be drawn to a recognized scale.
9. ___ Size and location of all existing and proposed structures.
10. ___ All property and interior lot lines with distances from lot lines.
11. ___ Setback and side yard dimensions.
12. ___ Locations of nearest streets.
13. ___ Established street grades.
14. ___ Types and sizes of all utility lines.
15. ___ Elevations of all proposed finished grades.
16. ___ Floodplain location with base flood elevations, if applicable.

Cross Sections:

27. ___ Footing size, depth, and reinforcing
28. ___ Exterior Grade
29. ___ For conventional framed structures
 - a. ___ Foundation walls
 - b. ___ Exterior wall members and spacing
30. ___ For pole structures
 - a. ___ Pole size
 - b. ___ Pole spacing
 - c. ___ Treated Framing within 6" of ground
 - d. ___ Girt size and spacing
31. ___ Vapor Barriers
32. ___ Floor Construction
33. ___ Floor Insulation
34. ___ Wall Insulation
35. ___ Interior Wall Finish
36. ___ Exterior Siding and sheathing
37. ___ Headers
38. ___ Ceiling Height and Finish
39. ___ Roof Insulation
40. ___ Roof Trusses or Rafters
41. ___ Roof Pitch
42. ___ Collar ties or truss bracing

Architectural and Floor Plans:

17. ___ Floor and Foundation Plan
 - a. ___ Foundation layout with dimensions
 - b. ___ Door sizes with Schedule
 - c. ___ Window sizes with Schedule

- 43. ___ Fascia, Soffit, Flashing, and Gutters
- 44. ___ Roof Sheathing size or purlin size spacing
- 45. ___ Roof membrane and covering
 - a. ___ Headers
 - b. ___ Roof Pitch
 - c. ___ Roof Trusses or Rafters
 - d. ___ Collar ties or truss bracing
- 46. ___ Roof Ventilation

- f. ___ Grounding Conductor Size
- g. ___ Ground Rod Size and Location(s)
- h. ___ Bonding Jumpers:
- 49. ___ Submit complete electrical power and lighting plans with drawing symbol designation information. Include:
 - a. ___ Receptacles
 - i. ___ GFCI protection
 - b. ___ Lights
 - c. ___ Switches,
 - d. ___ Smoke detectors, other fixtures
- 50. ___ Electrical equipment and fixture schedules.

Electrical:

- 47. ___ Submit electrical panel location and panel schedules with conduit, wire & grounding conductor sizes and types.
- 48. ___ Provide a complete one-line service riser diagram
 - a. ___ Overhead or Underground Service
 - b. ___ Conductor Insulation Type and Rating
 - c. ___ Conductor Size
 - d. ___ Conduit Size or indicate SE/USE
 - e. ___ Disconnecting Means if used

Other:

- 51. _____
- 52. _____

Special Notes

- Foundations- all foundation shall comply with Chapter 4 of the Residential Code of Ohio (RCO).
 - The minimum footing depth shall be 12" below grade per RCO 403.1.4.
 - Freestanding structures with an area 400 square feet or less and an eave height of 10 feet or less do not require a frost protected foundation.
 - For structures with a frost-protected foundation, the minimum footing thickness shall be 6" for continuous footings. The bottom of the footing shall be a minimum of 36" below finished grade.
 - Freestanding accessory structures without frost-protected foundations shall be properly anchored at all corners per RCO 301.2.1.
- Slab on grade foundations shall be prepared and sealed by an architect or engineer registered in the State of Ohio.
- All lumber shall be pressure treated or decay resistant in locations defined by RCO 319.1.
- Fasteners for pressure preservative and fire-retardant-treated wood shall be of hot-dipped galvanized steel, stainless steel, silicon bronze or copper per RCO 319.3
- Garage floor surfaces shall be of approved noncombustible, nonpermeable material. A structure shall be classified as a garage for uses including storage, repair, painting, maintenance, or operation of a motor vehicle. A motor vehicle shall be defined as a passenger car, van, truck, or bus.