

**RESOLUTION ADOPTING AMENDMENT AND REVISION TO THE ASHTABULA COUNTY BUILDING DEPARTMENT POLICIES, PROCEDURES AND FEE STRUCTURES, INCLUDING COMMERCIAL AND RESIDENTIAL GENERAL AND SPECIALTY CONTRACTORS**

WHEREAS, David Strichko, Building Official, has recommended to the Board of Commissioners a revision and amendment to the Ashtabula County Building Department policies, procedures and fee structures including, as outlined further below; and

WHEREAS, in accordance with the Ohio Revised Code, two public hearings were held, the first being on October 13, 2022 at 1:30 p.m. and the 2<sup>nd</sup> being held on November 1, 2022 at 1:30 p.m. where the public was afforded the opportunity to speak regarding this issue; and

WHEREAS, it now comes before the Board to approve such amendment; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the amendment and revision to the Ashtabula County Building Department policies, procedures and fee structures including Commercial and Residential General and Specialty Contractors, is hereby adopted as revised below:

**RESIDENTIAL PROPERTIES**

**State 1% permit fee**

Pursuant to 3781.102(F)(2) of the Ohio Revised Code all residential permit fees shall be charged an additional State 1%.

**BE SURE TO ADD 1% TO YOUR TOTAL**

Total Square feet (s.f.) is based on but not limited to: decks, porches, garages, basements, living area, etc.

<u>Dwellings</u> (less than or equal to 3,000 total square feet).....	\$250.00 Base
<u>Dwellings</u> (greater than 3,000 total square feet).....	\$250.00 + .22
<u>Duplexes</u> .....	\$300.00 + .22
<u>Triplexes</u> .....	\$350.00 + .22
<u>Foundations Only</u> .....	\$150.00 Base
<u>Industrial Units</u> (less than or equal to 3,000 total square feet) .....	\$200.00 Base
<u>Industrial Units</u> (greater than 3,000 total square feet) .....	\$200.00 + .03/s.f.
<u>Special Inspection for Industrial Units older than 1976</u>	\$50.00 Base
<u>Additions</u> (less than or equal to 1,000 total square feet).....	\$200.00 Base
<u>Additions</u> (greater than 1,000 total square feet).....	\$200.00 + .03/s.f.
<u>Additions / Alteration / Change of Use with existing foundations</u> (less than or equal to 1,000 total square feet) .....	\$150.00 Base
<u>Additions / Alteration / Change of Use with existing foundations</u> (greater than 1,000 total square feet) .....	\$150.00 + .03/s.f.
<u>Detached Garages/Accessory Buildings/additions to detached garages and accessory buildings/sleeping cabins only with no kitchens, restrooms, insulation or drywall.</u> (less than or equal to 1,000 total square feet) .....	\$150.00 Base
<u>Detached Garages/Accessory Buildings/ additions to detached garages and</u>	

accessory buildings/sleeping cabins only with no kitchens, restrooms, insulation or drywall.  
 (greater than 1,000 total square feet) ..... \$150.00 + .03/s.f.

Smaller projects requiring only two inspections such as the following:  
Decks / Open Porches with Roofs / Three Season Additions with no heat, drywall or insulation /  
Metal Car Ports / Gazebos / Pavilions/ Roof Over Trailers / New Roofs on existing structures /  
Unheated Utility Rooms/Enclosed Porches with no drywall/ Reroofing on  
existing dwelling / Metal detached buildings without foundations  
and less than 400 s.f..... \$100.00 Base

**Electric**

New Residential Structures (includes service, rough and final inspections). \$150.00 Base  
 Greater than 3,000 total square feet..... \$150.00 + .03/s.f.  
 Alterations/Additions (includes panel, rough and final inspections) ..... \$150.00 Base  
 Greater than 1,000 total square feet..... \$150.00 + .03/s.f.  
 Detached Garages / Accessory Buildings ..... \$75.00 Base  
 Greater than 1,000 total square feet..... \$75.00 + .03/s.f.  
 New Service / Extension of Service (includes one panel box)..... \$75.00 Base  
 Temporary Service ..... \$75.00 Base

**Heating**

New Residential Structures  
 (includes furnace/AC/Heat pump, one rough and one final inspection) \$100.00 Base  
 Greater than 3,000 total square feet..... \$100.00 + .03/s.f.  
 Addition/Alteration (extend duct work only) ..... \$75.00 Base  
 Greater than 1,000 total square feet..... \$75.00 + .03/s.f.  
 Replacement Furnace or Air Conditioner or Heat Pump  
 (Heating and Air Conditioning if done at the same time)..... \$75.00 Base

Fireplace, Wood Stove, Chimney, chimney liners (existing structure)..... \$75.00 Base

Paint Booths ..... \$75.00 Base

Hot tubs/ Swimming Pools (Over 24 inches deep)..... \$75.00 Base  
Plus Electric ..... \$75.00 Base

Residential Fire Suppression System ..... \$200.00 Base

Demolition ..... \$75.00 Base

Consultation, Special Inspection and/or Reinspection ..... \$75.00 Base / inspection  
 (A reinspection shall be required when the inspector must return to work that was not ready, building was locked or had failed a previous inspection.)

Stop Work Order ..... Double permit fees

Electrical Registration, Test/ Residential licensing, and/or Renewal ..... \$50.00 per each

Permit Renewal (each permit renewal is good for one year) ..... \$150.00 Base

**NOTE:** Permits shall be valid for two years. Construction shall commence within twelve months of issuance date. One free six month extension shall be given provided contractor/applicant/owner notifies the Building Department prior to expiration date.

**NOTE:** \$40.00 administration fee shall be deducted for all cancelled permits prior to construction.

**Permit Exceptions Note:** Decks less than 30" from finish grade, accessory to the main structure and less than 200 s.f. (Or, as modified by the Residential Code of Ohio), do not require a building permit. Window replacements and re-shingling with no structural changes do not require a building permit. Shingling over two layers is not permitted. Accessory buildings under 200 s.f. (Or, as modified by the Residential Code of Ohio) do not require a building permit. All agricultural buildings as defined by the Ohio Revised Code do not require a building permit, provided a letter is submitted by the property owner with a copy of the zoning certificate indicating that the proposed use is agricultural.

**Board of Building Appeals** ..... \$200.00 Base

Permit fees for contracted projects not located in Ashtabula County shall be doubled.

## COMMERCIAL PROPERTIES

**State 3% percent fee**

Pursuant to 3781.102(F)(1) of the Ohio Revised Code all commercial permits and plan reviews shall be charged an additional State 3%.

**BE SURE TO ADD 3% TO YOUR TOTAL**

**Plan Review Fees** – Plan review / Consultation with the plan examiner are charged a fee plus 3%.

<b>Structures</b> .....	\$200.00 + .045 / s.f.
<b>Foundations Only for Building/Structures less than 2000 s.f.</b> .....	\$100.00 Base
<b>Mechanical (HVAC)</b> .....	\$150.00 + .045 / s.f.
<b>Heating and Cooling Units - no heat ducts</b> .....	\$75.00 per unit
<b>Heat Ducts Only/ Hydronic Piping – additions/alterations</b> .....	\$75.00 + .045 / s.f.
<b>Refrigeration</b> .....	\$50.00 per unit
<b>Additions / Alterations / Relocating buildings / Canopies</b> .....	\$150.00 + .045 / s.f.
<b>Reroofing Existing Buildings</b> .....	\$150.00
<b>Electric</b> .....	\$150.00 + .025 / s.f.
<b>Electric Service Only / Temporary Electric Service / Miscellaneous requiring only one inspection such as parking lot lights, tents, etc</b> .....	\$75.00 Base
<b>Industrialized Units</b> .....	\$250.00 + .025 / s.f.
<b>Fire Sprinkler Systems</b>	
Unlimited Sprinkler .....	\$200.00 + .025 / s.f.
Limited Sprinkler (Maximum 20 heads) .....	\$200.00 Base
<b>Fire Alarm Systems</b> .....	
Limited fire alarm system (Maximum 50 initiation/notification devices)	\$200.00 Base
Limited fire alarm system (Maximum 20 initiation/notification devices)	\$200.00 Base
<b>Demolitions</b> .....	\$100.00 Base

**Signs**

Free Standing / Ground/ Pole Signs .....	\$100.00 Base
Wall Signs .....	\$100.00 Base
Electric (one time inspection) .....	\$75.00 Base
<u>Consultations, Certificate of Occupancy, Temporary Tents, Special Inspections and/or Reinspection</u> .....	\$75.00 Base
(A reinspection shall be required when the inspector must return to work that was not ready, building was locked or had failed a previous inspection.)	
<u>Miscellaneous: Carnivals, Weekend Fairs</u> .....	\$200.00 Base
<u>Day Care Centers</u> (Occupancy Permit in an existing building- one inspection).	\$150.00 Base
<u>Change of Use or Tenant</u> with no changes to an existing building- one inspection.	\$150.00 Base
<u>Lift chairs/ Elevators not regulated by the State of Ohio Elevator Division</u> ...	\$150.00 Base
<u>Swimming Pools</u> .....	\$150.00 Base
<u>Electric for pools, fountains, etc.</u> .....	\$150.00 Base
<u>Hood Suppressions</u>	
Hood Only .....	\$150.00 Base
Suppression Only .....	\$150.00 Base
Hood & Suppression (when done by the same company) .....	\$150.00 Base
<u>Paint Booths</u> .....	\$150.00 Base
<u>Stop Work Orders</u> .....	Double Permit Fees
<u>Contractor Registration and/or Renewal</u> .....	\$110.00 Base
<u>New Cell Tower &amp; Shelter</u> .....	\$250.00 + 0.25 x s.f.
<u>Electric</u> .....	\$100.00
<u>Tower only</u> .....	\$100.00
<u>Upgrading/Adding antennas to tower</u> .....	\$100.00
<u>w/ Electric</u> .....	\$100.00

**NOTE:** Balance of all permit fees and plan review fees shall be paid prior to issuance of a building permit.

**NOTE:** \$40.00 administration, any inspections performed plus all plan review fees shall be deducted for all cancelled permits prior to construction.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

Resolution No. 2022-491

November 15, 2022

**RESOLUTION ADOPTING AMENDMENT TO THE ASHTABULA COUNTY BUILDING DEPARTMENT POLICIES, PROCEDURES AND FEE STRUCTURES, INCLUDING COMMERCIAL AND RESIDENTIAL GENERAL AND SPECIALTY CONTRACTORS**

Upon the motion of Casey R. Kozlowski, seconded by Kathryn L. Whittington.

**VOTE:**

J.P. Ducro IV

Aye

Casey R. Kozlowski

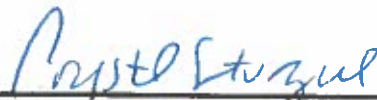
Aye

Kathryn L. Whittington

Aye

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



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Crystal Sturgill, Clerk of the Board, *Acting*  
Board of County Commissioners  
Ashtabula County, Ohio