



Requirements for Plan Reviews Of all Residential Projects, including Existing Dwellings

To: All Applicants
From: Building Department
RE: Residential Code of Ohio (RCO)

TO ALL APPLICANTS SEEKING PLAN APPROVAL AND PERMITS

The provisions of the “Residential Code of Ohio for One, Two, and Three Family Dwellings” (RCO) section 101.2 shall apply to the **construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition** of every residential building or structure, any appurtenances connected or attached to such buildings or structures, or any accessory structures. The procedure for review and approval is governed by the RCO and Medina Codified Ordinances (MCO), and as outlined below:

1. RCO 105.3-Application for plan approval. To obtain a plan approval, the applicant shall first file an application in writing on a form furnished by the Residential Building Department for that purpose. Such application shall:
 - **Be accompanied by construction documents and other information as required in section 106.**
 - **Give such other data and information as required by the Residential Building Official.**
2. RCO section 106.1.1 Information on residential construction documents. Drawing shall be dimensioned and drawn on suitable material. They shall include the following information:
 - **Site Plan**
 - **Floor Plan(s)**
 - **Elevations and Building Sections**
 - **System Descriptions (all electrical, mechanical, and plumbing systems should be described including materials, locations and types of fixtures and equipment used).**
3. MCO 1311.01 (I)
 - Please submit permit application along with a list of contractors and subcontractors is furnished their registration and licensing verified.

The plans expected for remodeling, repairing, replacing, etc. are not required to be architectural grade renderings. However, they should bear a reasonable resemblance to the project; floor by floor, room by room.

Dan Gladish
Building Official
City of Medina

MEMBER



1-800-362-2764

