

**CITY OF ELYRIA**  
**PERMIT APPLICATION**  
**RESIDENTIAL DETACHED ACCESSORY BUILDING REPAIR/REMODELING & ALTERATIONS**  
**1, 2, 3 FAMILY**

Address \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Address \_\_\_\_\_ PH \_\_\_\_\_

E-mail. \_\_\_\_\_

Contractor \_\_\_\_\_ Address \_\_\_\_\_ PH \_\_\_\_\_

E-mail. \_\_\_\_\_ No. of Dwelling Units? \_\_\_\_\_ Owner Occupied? \_\_\_\_\_

It is the applicant's responsibility to complete this application and provide all required drawings. If you haven't the ability to do so, please consult someone who does.

Please Check type of work being done:

**DETACHED GARAGE** \_\_\_\_\_ **DETACHED PORCH/ ROOF** \_\_\_\_\_ **DETACHED GAZEBO** \_\_\_\_\_ **SHED** \_\_\_\_\_ **DETACHED DECK** \_\_\_\_\_

**PERGOLA** \_\_\_\_\_ **OTHER** \_\_\_\_\_

DESCRIBE WORK TO BE COMPLETED. (Describe in detail the type of repair proposed, include all information that would assist the Plans Examiner /Inspector in becoming familiar with the work being done) A spec sheet may be submitted in lieu of a handwritten explanation or submit a detailed floor plan indicating the alterations. For porch repair (partial) and for structural alterations, the applicant must submit construction drawings, cross sectional drawings, elevations and /or floor plans with sufficient details to show the proposed work will conform to the provisions of the applicable code.

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**Note:** New attached awnings, patio enclosures, carports and porch awnings must use the "NEW CONSTRUCTION APPLICATION"

**Note:** The Building Department may require a detailed site plan to assure compliance with the City of Elyria Zoning Code.

**Note:** The owner or his agent are responsible for securing permits. The contractor is responsible for requesting inspections. Final inspections and approvals are required prior to the use or occupancy of the space.

**WARNING:** Beginning work without permit in hand shall result in payment of a double fee (1317.07, Elyria Codified Ordinances). THE BUILDING PERMIT MUST BE CONSPICUOUSLY POSTED FOR PUBLIC VIEW. – Preferably in a front window.

The undersigned hereby certifies that the information contained herein is accurate to the best of his/her knowledge. The undersigned owner or owner's agent, by commencing or authorizing commencement of work, takes full responsibility for compliance with City codes and State regulations.

Total cost of construction \$ \_\_\_\_\_

**(\$15.00 + \$8.00 per \$1,000 of total cost of construction or fraction thereof + State Fee 1 %)**

FEE DUE \$ \_\_\_\_\_ + (State Fee 1 %)

Signature of Owner: \_\_\_\_\_ **Print:** \_\_\_\_\_Signature of Owners Agent: \_\_\_\_\_ **Print:** \_\_\_\_\_**BUILDING DEPT. USE ONLY:**

Date Approved/Inspector \_\_\_\_\_ Date Rejected/Inspector \_\_\_\_\_

Fee \_\_\_\_\_ Remarks: \_\_\_\_\_