



# Village of Newburgh Heights Housing and Building Department

3801 Harvard Ave., Newburgh Heights OH 44105 Phone: 216-641-4654

## Application for Apron/Driveway/Sidewalk Permit

Permit No. \_\_\_\_\_

Date Received \_\_\_\_\_

### Section 1 – General Information

Date \_\_\_\_\_

PLEASE PRINT OR TYPE

Estimated cost of Project \$ \_\_\_\_\_

Address of construction \_\_\_\_\_

Owner's name \_\_\_\_\_ Phone \_\_\_\_\_

Owner's address \_\_\_\_\_

Contractor \_\_\_\_\_ Business phone \_\_\_\_\_

E-mail address \_\_\_\_\_

Contractor's address \_\_\_\_\_  
Street City State Zip

### Section 2 – Description of Project (check all that apply)

#### Apron (must be concrete)

street curb    curb cut

(Note: Street curbs, street aprons and walkways must be installed in concrete)

#### Parking Pad (site plan required)

full    partial (50% or less)

concrete

asphalt

other

#### Parking lot

concrete    sq. ft

asphalt

#### Patio (site plan required)

full    partial (50% or less)

concrete

brick

other

#### Sidewalk (must be concrete)

full    partial (50% or less)

#### Service walk (no asphalt walks)

full    partial (50% or less)

concrete

brick

other

#### Driveway

full    partial (50% or less)

concrete

asphalt resurface (existing base)

asphalt new

other

Will there be a driveway expansion? (site plans required)    yes    no

Will driveway edges extend beyond the approach to the garage?    yes    no

Does the driveway have a reverse slope toward the garage?    yes    no

Will a catch basin or drain tile be installed?    yes    no

Property classification:    single    two/three family    commercial

Notes:

Contractor is required to schedule a rough-in inspection before any concealment.

By signing the application, the applicant certifies that the installation will comply with the regulations of the Newburgh Heights Building Code and State Codes.

**TO THE BUILDING COMMISSIONER:** This application is submitted for a permit to erect, add to, alter or repair a structure as described in this application and any drawings which accompany it. The acceptance of the permit shall be considered an agreement on the part of the applicant or his agents to comply with the Building and Zoning codes of the City of Newburgh Heights, or other orders, requirements or specifications slated in the permit.

In signing this application, the contractor or owner's agent certifies that the work is authorized by the owner or record.

Applicant's signature

Print name

Date

Applicant is

Owner

Contractor

Owner's agent

DO NOT WRITE BELOW THIS LINE (OFFICE USE ONLY)

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**Section 3 – Additional Requirements** (to be filled out by staff)

**OTHER APPROVALS** (make notations as necessary)

Zoning

Separate permit required for      Sewer      Other

**Section 4 – Approval and Fees**

Building Official \_\_\_\_\_ Date of Approval \_\_\_\_\_

**Section 5 – Payment**

Permit Fee

State Fee

Surcharge Amount \_\_\_\_\_

**Total Amount**

Cash

Check # \_\_\_\_\_

Credit Card

Card # \_\_\_\_\_

Name on card \_\_\_\_\_

Exp. date \_\_\_\_\_ CVS \_\_\_\_\_