



# Village of Newburgh Heights Housing and Building Department

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

## Application for Residential Siding Permit

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

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

DIRECTIONS: Please supply information in Section 1 and check off boxes in Section 2 which describes your submission requirements.

### Section 1 – General Information

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 Property and Project

#### Type of structure

Single 2-family 3-family  
Other (describe) \_\_\_\_\_

#### SUBMISSION REQUIREMENTS (Synthetic - other than wood)

##### Photos

Four photographs - one of each side of house

One close-up photograph of the existing siding

Is there more than one type of siding on the house? (additional photos)

##### Measurements

Height measurement of the existing clapboard, shingle or lap siding

Height measurement of the proposed synthetic siding

(a difference in siding height requires an approval from ABR)

#### Type of work

Siding over wood siding

#### Type of material?

Other \_\_\_\_\_

#### Proposed siding brochure

New siding brochure: who is the manufacturer? \_\_\_\_\_

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

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

**OTHER APPROVALS**

Architectural Board of Review      Zoning

The applicant has applied for the Architectural Board of Review  
(date) \_\_\_\_\_

**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 \_\_\_\_\_