

# Medina County Building Department



Permit Center  
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[www.building.co.medina.oh.us](http://www.building.co.medina.oh.us)

## Requirements For Residential Plan Review

### I. Plan documents required

#### A. Completed Application

B. Two sets of legible, dimensioned ¼" scaled drawings on suitable material and of sufficient clarity to indicate the location, nature, and extent of work proposed and show in detail that it will comply with the provisions of this code. These drawings shall include the following:

1. Drawing index
2. Site plan
3. Indication of buildings located in flood hazard areas
4. All structural details including:
  - a. Floor plans
  - b. Exterior wall envelope
  - c. Wall and or building sections
  - d. Detailed structural roof and ceiling plans
8. Fire-resistance ratings if applicable
9. Basic electric and mechanical system descriptions
10. Additional information as required for special circumstances
11. 2006 REScheck when applicable
12. Fire sprinkler and/or fire alarm shop drawings (if applicable)

### **Plan Review Fee is due at time of plan submittal:**

\$60.60 For New Dwellings (\$60 + 1% State Fee)

\$118.17 Fire Protection (\$117 + 1% State Fee)

\$32.83 For All Others (\$32.50 + 1% State Fee)

### **\*\*\*NOTICE\*\*\***

- The recommended way of checking your review status is on line at:  
<http://www.building.co.medina.oh.us>
- If your address is not listed on line, it has not yet been processed
- You will see a status of 'Received', which indicates the *start* of the review process
- The next review status may be 'Approved', 'Failed', etc.
- When review status changes, you will be notified by facsimile or e-mail
- Plan review process can take between 3 to 5 days depending on workload