

# Pergola/Portico Permit Guide

City of Wadsworth

This guide provides information on obtaining *Pergola & Portico Permits* in the City of Wadsworth.

Zoning Permits Are Required for:

- All new and replacement pergolas and porticos.

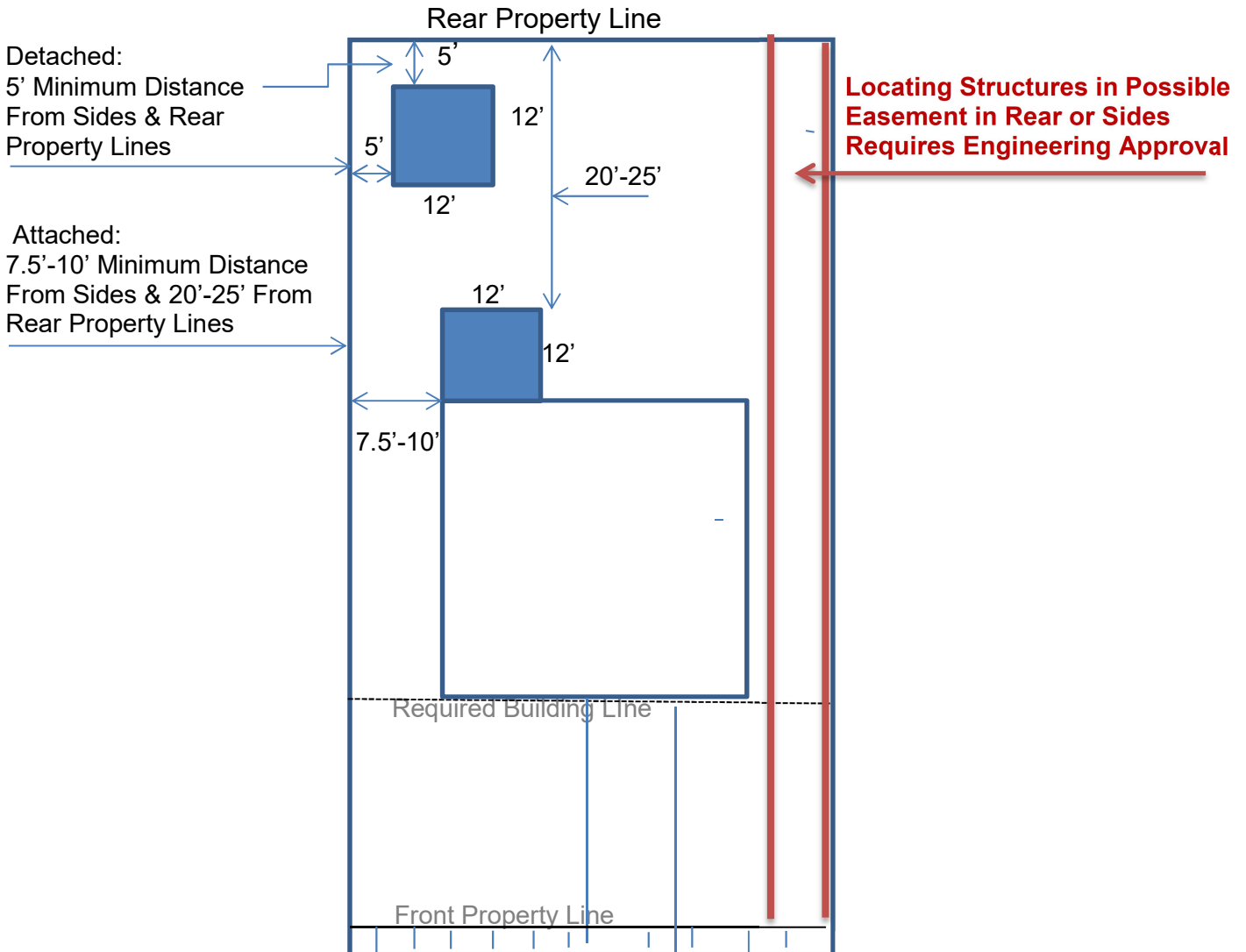
Building Permits are *Not* Required for:

- Pergolas or Porticos not attached to the dwelling, or not attached to an existing attached deck, and that have a floor height equal or less than 30" above grade, and are less than 200 Sq.'

Building Permits Are Required for:

- Pergolas or Porticos attached to the dwelling, or attached to an existing attached deck, or have a floor height more than 30" above grade, or are more than 200 Sq.'

**Step 1) Prepare a Site Plan** for the property where the pergola or portico is to be installed. Aerial views can be found at <http://www.medinacountyauditor.org/property-search.htm> Some site plans for the property may be on file with the Building Department.



## PERGOLA & PORTICO PERMIT GUIDELINES

**ZONING PERMITS** are required for all Pergolas & Porticos. A Building/Zoning Permit Application and a Zoning Certificate Application accompanied by a site plan showing the dimensions of the Structure, and distances to relative side lines, plus a \$25 fee are required to obtain a Zoning Certificate. Following are guidelines for patio placement.

1. Pergolas & Porticos *unattached* to the main dwelling are permitted to be five (5) feet from the side and rear lines if located behind the rear house line.
2. Pergolas & Porticos *attached* to the main dwelling or attached deck are permitted to be 7.5' to 10' feet (depending on subdivision) from the sides and 20'-25' from the rear line.

**BUILDING PERMITS** are required for Pergolas & Porticos that are attached to the dwelling, or over 200 Sq', or > 30" above grade require an additional \$50 Building Permit Fee. Plans including a downview with dimensions; and footer, floor and roof framing component and fastening details are required.

**APPLICATIONS / FEES / PERMIT ISSUANCE.** A site plan, construction plans (if a building permits required), plus completed building and zoning permit applications accompanied by a permit fee of \$25.00 for zoning permit only, and an additional \$50.00 for attached structures, or over 200 sq. ft. or > 30" above grade. Permits are generally issued within 1-3 working days.

### ***Step 2) Permit Application Submission & Payment***

●Please submit the zoning application & or site plan at this time by email or mail with an email address included.

●Payments (checks) may accompany the applications if mailed, or be made after permit approval with a credit card by phone.

Zoning Permit Only = \$ 25.00 Total)  
+ Building Permit (\$50) =\$ 75.00 Total

●Receipts and permits will then be returned by email if possible or mailed.

●Please email or call the office for instructions on handling large sets of plans, or with other questions.

**Application Submission:**            [jstefl@wadsworthcity.org](mailto:jstefl@wadsworthcity.org)    **330-335-2753**

**Code Questions:**                    [tvirosteck@medinaco.org](mailto:tvirosteck@medinaco.org)            **330-764-8282**

**Checks Payable to:** City of Wadsworth            **Mailing Address:** Building Department  
City of Wadsworth  
Maple Street  
Wadsworth, OH 44281

**[PERMIT APPLICATION](#) ↓**

# RESIDENTIAL BUILDING/ZONING PERMIT APPLICATION CITY OF WADSWORTH 330-335-2753

PERMIT ISSUANCE \_\_\_\_/\_\_\_\_/\_\_\_\_

PERMIT # \_\_\_\_\_

## Applicant Information – (Applicant is the Owner or Contractor)

**APPLICANT**/(Owner/Contractor) \_\_\_\_\_ **EMAIL** \_\_\_\_\_  
**JOB ADDRESS** \_\_\_\_\_  
**PROJECT DESCRIPTION** \_\_\_\_\_  
**OWNER** \_\_\_\_\_ **PHONE** \_\_\_\_\_  
**OWNER ADDRESS** \_\_\_\_\_  
**CONTRACTOR** \_\_\_\_\_ **PHONE** \_\_\_\_\_  
**CONTRACTOR ADDRESS** \_\_\_\_\_ **PHONE** \_\_\_\_\_  
**ESTIMATED COST OF CONSTRUCTION** \$ \_\_\_\_\_ (Cost of Materials and Labor. Excludes Lot.)

<b>DISTANCE FROM FRONT PROPERTY LINE</b> .. _____	BASEMENT AREA .....
<b>DISTANCE FROM LEFT PROPERTY LINE</b> ..... _____	FIRST FLOOR LIVING AREA..... _____
<b>DISTANCE FROM RIGHT PROPERTY LINE</b> ..... _____	SECOND FLOOR LIVING AREA .....
<b>DISTANCE FROM REAR PROPERTY LINE</b> ... _____	GARAGE AREA .....
<b>HEIGHT ABOVE GRADE</b> ..... _____	<b>TOTAL BUILDING AREA (SQ. FT.)</b> .. _____

*\*("RIGHT" & "LEFT" ARE LOOKING FROM THE STREET. DISTANCE FROM PROPERTY LINE INCLUDES OVERHANGS, ETC.)*

I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OF THE NAMED PROPERTY **OR** THAT I HAVE BEEN AUTHORIZED BY THE OWNER OF RECORD TO MAKE THIS APPLICATION AS HIS AGENT; AND I CERTIFY THAT ALL INFORMATION FURNISHED ON THIS FORM IS ACCURATE; AND I AGREE TO CONFORM TO ALL APPLICABLE CODES OF THE JURISDICTION; AND OBTAIN FINAL INSPECTION APPROVAL BEFORE OCCUPANCY OF THE STRUCTURE. I CERTIFY THAT THE CODE OFFICIAL, OR HIS REPRESENTATIVE, SHALL HAVE AUTHORITY TO ENTER AREAS COVERED BY THIS PERMIT AT ANY REASONABLE HOUR TO ENFORCE PROVISIONS OF THE APPLICABLE CODES. I UNDERSTAND WHAT INSPECTIONS ARE REQUIRED, AND WHEN, AND HOW TO REQUEST AN INSPECTION.

- CALL THE CITY OF WADSWORTH AT 335-2753 FOR BLDG., ELECTRIC, HVAC, INSPECTIONS.
- CALL MEDINA CO. HEALTH DEPT. AT 723-9668 FOR ALL PLUMBING PERMITS.

\_\_\_\_\_ **SIGNATURE OF Owner/Agent**    **DATE** \_\_\_\_\_    ⇨    \_\_\_\_\_ **PRINT NAME**

### Official Use Only – Do Not Write Below This Point

Use \_\_\_\_\_ Conditional

Plan. Com. Approval .....	Date _____	Zoning District _____
B.Z.A. Approval .....	Date _____	Parcel # _____
In Flood Hazard Area?.....	Yes _____ No _____	City Lot # _____

### Fee Computation

CONSTRUCTION BASE FEE .....	\$ _____ . _____	BP
TOTAL BUILDING AREA (SQ. FT.) .....	_____ (x \$.15)	\$ _____ . _____ BP
FIREPLACE OR ADDITIONAL HVAC.....	_____ (\$25.00 ea.)	\$ _____ . _____ BP
ZONING PERMIT FEE .....	\$ _____ . _____	ZP
RECREATION ACQUISITION FEE .....	\$ _____ . _____	DA
RECREATION DEVELOPMENT FEE .....	\$ _____ . _____	DR
DEMOLITION FEE .....	\$ _____ . _____	PM
OTHER .....	\$ _____ . _____	_____
OTHER .....	\$ _____ . _____	_____
OTHER .....	\$ _____ . _____	_____
<b>TOTAL PERMIT FEES</b> .....	<b>\$ _____ . _____</b>	

\_\_\_\_\_ **ZONING OFFICIAL / DEPUTY APPROVAL**    **DATE** \_\_\_\_\_    \_\_\_\_\_ **BUILDING OFFICIAL / DEPUTY APPROVAL**    **DATE** \_\_\_\_\_