

City of NAPOLEON, OHIO

255 WEST RIVERVIEW AVENUE, P.O. BOX 151
NAPOLEON, OHIO 43545-0151
(419) 592-4010
FAX (419) 599-8393
www.napoleonohio.com



January 22, 2003

438 Appian

Mr. Adam Aker
6756 State Highway 110
Napoleon, Ohio 43545

Building Permit

Mayor
J. Andrew Small

Re. Duplex proposal on lots 4, 5, & 6 of L.G. Randalls 1St. Add.- Aka 428,
438 & 448 Appian Ave. Napoleon, Ohio

Members of Council
Michael J. DeWit, President
Terri A. Williams
James Hershberger
Travis B. Sheaffer
John A. Helberg
Steven C. Small
Glenn A. Miller

Dear Mr. Aker

City Manager
Dr. Jon A. Bisher

I have received information regarding your proposed duplex construction on the subject building lots. It would appear that the house plan number PBS810 - 6228 Duplex would meet the minimum requirements of the City of Napoleon Zoning Code. This type of structure would also need to meet State of Ohio Codes related to modular structures as well. There are also City code stipulations related to a minimum of 5/12 roof pitch and foundation & crawl space requirements. The City also maintains codes related to site development including drainage provision and minimum service line sizes and types.

Finance Director
Gregory J. Heath

We operate under the Ohio Building Officials and Code Administrators Building Code (OBOA) and all construction other than the pre manufactured portions must comply with this code.

Law Director
David M. Grahn

There are other requirements which you will want to familiarize yourself with before you endeavor into this project. I have included most of what you will need to know in this packet.

City Engineer
Joseph R. Kleiner, P.E.

Sincerely

Brent Damman
Building Commissioner

Contractor - New & Remodel Building Permit Information

1. NEW DWELLINGS.

a. **ZONING:** Check all zoning issues: District, permissible uses, setbacks, maximum lot coverage, maximum height, maximum elevation, minimum s.f., lot grading, utility easements.

b. **FOOTER & FOUNDATION:** Check footer size (1 story 12"W x 8"D, 2 story 16"W x 8"D), foundation walls (see OBOA Code Book), drainage (footer tile required) , lumber sizes and spans (see span charts in OBOA Code Book).

c. **WINDOWS:** Window sizes, (1st floor bedrooms 5.0 s.f. net clear opening min. 2nd floor bedrooms 5.7 s.f. net clear opening min., min. height 24", min. width 20")

d. **CRAWL & ATTIC SPACES:** Minimum crawl space height 30", minimum crawl space access 18" x 24", crawl space venting one (1) square foot of free vent area for every 150 sq. ft. of crawl floor area or with 4 mil vapor barrier one (1) square foot of free vent area for every 1500 sq. ft. of crawl floor area. Attic ventilation; one (1) square foot of free vent area for every 150 sq. ft. of attic floor area 60% of which shall be at the soffit level and 40% at the ridge level. Attic access minimum size 22" x 30".

e. **FIRE PROTECTION:** Check fire protection devices - smoke detectors outside of all sleeping areas minimum, line voltage w/battery backup. Also fire separation between garage and dwelling. (Minimum 1/2 "drywall (20 min. Fire rating) on garage ceiling and walls, strongly suggest 5/8" (30 min. Fire rating).

2. ADDITIONS, ALTERATIONS, REMODELING OF DWELLINGS. Check setbacks, utility easements, footers, foundation walls, framing lumber sizes, electrical, bedroom window sizes, plumbing, heating, ...) Permit fee's vary see schedule.

3. ROOFING OF STRUCTURES WHERE REPLACING ROOF SHEETING. Check roof pitch, venting (see City brochure). Permit fee's by valuation. Re-shingle jobs, check for proper venting (see City brochure) and flashing.

4. NEW SIDING, FASCIA AND SOFFIT. Check fastening, expansion allowance, backer material and venting (see City brochure). Permit fee's by valuation.

5. REPLACEMENT WINDOWS. No reduction in window size, especially in bedrooms. Permit fee's by valuation. Window sizes, (1st floor bedrooms 5.0 s.f. net clear opening min. 2nd floor bedrooms 5.7 s.f. net clear opening min., min. height 24", min. width 20")

6. DECKS & FENCES: Check setbacks, utility easements, maximum height, verify property lines. Permit fee's by valuation.

NEW ELECTRICAL SERVICE - CHECK LIST

- 1. What is the exact address of the proposed new service ? (If a new home we need an accurate site plan which displays the location of all buildings, well, septic & leech field and all other permanent fixtures).**
- 2. Who is the property owner of the job site premises ? What is the owners address and phone number ?**
- 3. The City of Napoleon requires that all contractors be registered with the City before an electrical permit may be issued. An electrical permit is required before any work may be performed.**
- 4. Once the above information is provided the electrical contractor shall apply for an electrical permit from the City of Napoleon Building Department at 255 W. Riverview Ave.. An electric meter base release form is issued along with the electrical permit, the release form is then submitted to the City Electric Department at 1775 Industrial Drive for a new meter base.**
- 5. The City Electric Department will determine the location of the new electrical service meter, please consult with the Electric Construction Inspector -Rick Barnes. You may contact him at the City Electric Department @ (419) 592-9116.**
- 6. The City Electric Department requires all copper conductors in the meter base. We also require two (2) 5/8" x 8' copper clad or galvanized grounding rods with a minimum separation of six (6) feet. Meter bases shall be mounted at five (5) feet to the center above finished grade. Please refer to the electric service installation specification sheet applicable to the proposed service type.**
- 7. The electrical contractor is required to schedule the City Electric Department to disconnect the existing service and reconnect the new service. Before the new electric service may be connected, it must first be inspected and approved. New services within the City of Napoleon shall be inspected by the City Building Inspector ((419) 592-4010), services outside City limits shall be inspected by the Electrical Construction Inspector ((419) 592-9116).**
- 8. It is against the law to tamper with the City electric equipment or wires. You may not disconnect or reconnect an existing or new electrical service.**

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

(3) Effective with the first billing cycle in the year 2001, to be reflected in the first billing in February of the year 2001, except for direct sales as established in (B)(3) subparagraph (C), net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in Division (4) below. the commodity charge shall be computed as follows:

- (a) Cubic feet of water used inside the corporation:
 - 100 - 25,000 CF \$2.30 per 100 cubic feet
 - 25,000 and up CF \$1.32 per 100 cubic feet
- (b) Cubic feet of water used outside corporation:*
 - 100 - 25,000 CF \$3.46 per 100 cubic feet
 - 25,000 and up CF \$1.98 per 100 cubic feet
- (c) Direct sales at the plant: \$4.55 per 1,000 gallons.

(4) In addition, there shall be a capacity charge (base charge) per service as follows:

	Capacity of Service (Meter Size in Inches)	Capacity Charge (Inside Corporation)	Capacity Charge (Outside Corporation)*
(a)	1.00 and less	\$6.51	\$9.79
(b)	1.25	\$23.42	\$35.13
(c)	1.50	\$37.10	\$55.66
(d)	2.00	\$75.47	\$113.21
(e)	3.00 and up	\$208.20	\$312.29

(5) The capacity of service shall be determined by the City and, normally, shall be equal to the size of the consumer's water meter.

* Both Capacity and Commodity water charges outside the City are charged at fifty (50%) percent higher than in the City, unless otherwise permitted by Rule. *(Amended September 8, 1998 - Ordinance No. 72-98) (Amended February 16, 1998 - Ordinance No. 12-98)*

Water Tap and Service Line Fees:

The water tap rates charged by the City of Napoleon shall be as follows:

Water Tap and service charges shall be charged as follows:

(A) Water tap and service line fees shall be as follows, unless otherwise permitted by Rule:

DIA		Tap and Service Line Charge	
<u>Size Tap</u>	<u>Meter Size</u>	<u>Inside City</u>	<u>Outside City</u>

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

1.00"	5/8"	\$650.00	\$975.00
1.00"	3/4"	680.00	1,020.00
1.00"	1"	730.00	1,095.50

(B) For water tap and service lines of one and one-half (1-1/2") inch or larger in nominal diameter, regardless of the meter size, the fee shall be based on the actual labor and material costs of the tap, lines, meter, meter installation, and other appurtenances and costs associated thereto, plus twenty-five (25%) percent when installed inside the City limits or plus twenty-five (25%) percent when installed outside the City limits; the labor costs will be based on an established hourly rate that will be on file in the City's Utility Department, which may be amended from time to time.

(C) Any water tap made outside the City limits, on City owned lines, shall pay in addition to what has been stated in provision (A) or (B) of this Section, a four thousand (\$4,000.00) dollar fee.

(D) All known fee shall be paid by the applicant in advance of any work or design being performed by the City utility department. All estimated fee amount related to water tap and service charges shall be deposited, in cash, money order, or certified check, with the City Utility Department before any work or design by the City will commence. Any deposit over the actual fee shall be returned to the applicant within sixty (60) days of completion of work; further, any amounts incurred over the deposit amount shall be paid by the applicant to the City within thirty (30) days of being invoiced.

Sanitary Sewer Rates for Inside and Outside Corporation Limits:

The sanitary sewer rates charged by the City of Napoleon shall be as follows:

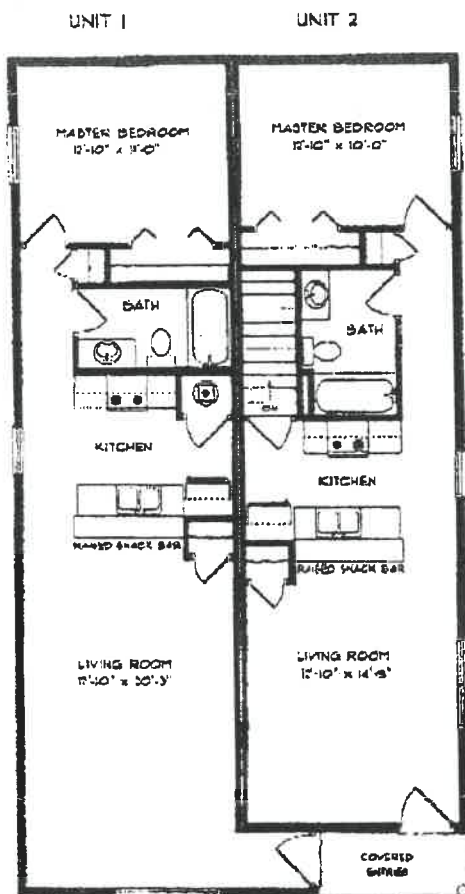
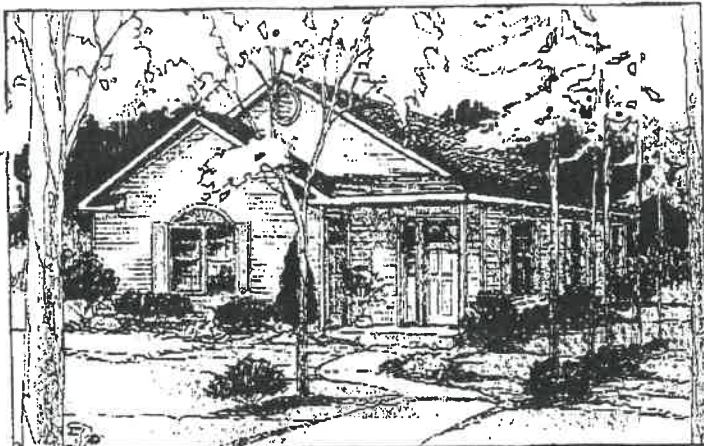
(A) It is determined and declared to be necessary to the protection of the public health, safety, welfare, and convenience of the City to establish and collect charges upon all lots, lands, and premises which are served by the municipal sanitary sewer system of the City.

(B) The following measures shall be used to determine the sewer charges provided to a premises served by the City sanitary sewer system:

(1) Any premises using water exclusively supplied by the City and having a water meter acceptable to the City shall be measured by said meter for determining the sanitary sewer charge for the premises.

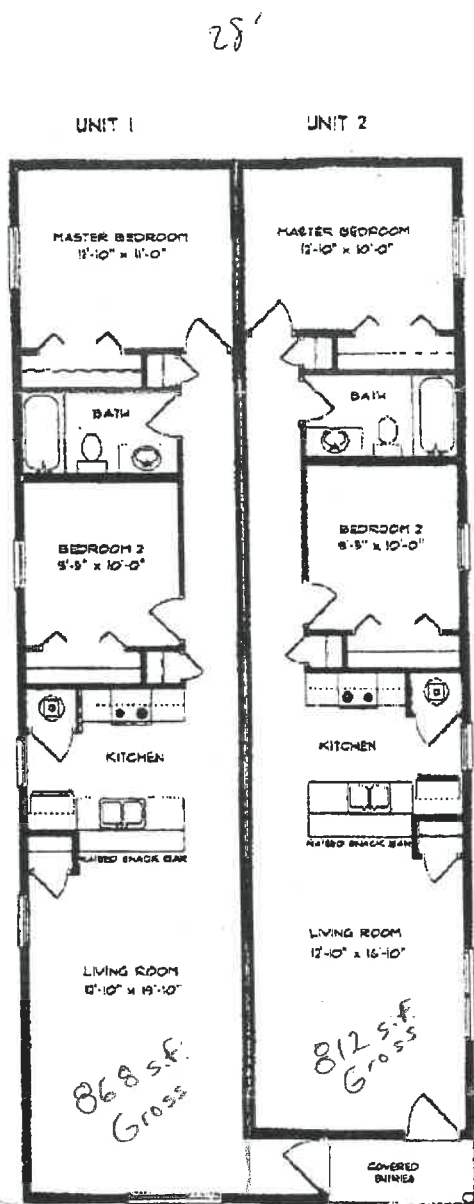
(2) Any owner or other interested party of a premises using water supplied either in whole or in part from sources other than the waterworks system of the City may be required to install water meters satisfactory to the City to the extent necessary to measure all such supplies of water. The quantity of water consumed on said premises shall be deemed to be the aggregate amount disclosed by said meter for the purpose of determining the sanitary sewer charge for the premises.

(3) In the event it can be shown to the satisfaction of the City that a portion of the water from any source consumed on said premises does not and cannot enter the City sanitary



P85809 5228 DUPLEX

Unit 1 Illustrated as Crawl Space Plan
 Unit 2 Illustrated as Basement Plan Alternate
 Unit 1 Approx. 715 Sq. Ft.
 Unit 2 Approx. 660 Sq. Ft.



P86810 6228 DUPLEX

Units 1 & 2 Illustrated as Crawl Space Plan
 Not Available with Basement Plan Alternate
 - Unit 1 Approx. 852 Sq. Ft.
 - Unit 2 Approx. 787 Sq. Ft.

MINIMUM REQUIREMENTS FOR RESIDENTIAL CONSTRUCTION, SITE DEVELOPMENT & UTILITY SPECIFICATIONS.

1. Two complete sets of plans are required. Plans shall include elevation drawings, floor plan for all floors including basement showing window sizes, foundation and footer details, electrical layout, plumbing layout, ducting layout, lot grading plan and site plan showing utility location (water service, sanitary sewer, storm sewer and electrical service).

2. Minimum line size and pipe types are as follows;

(a). Water service line size shall be 1" CTS (copper tubing size polyethylene) or type K copper tubing. If polyethylene tubing is used a 12 gauge tracing wire shall be buried along side the entire length of the line and into the building. Backflow prevention devices are required and must be mounted in a horizontal position. All hose bibbs shall be equipped with vacuum breakers.

(b). Sanitary sewer shall be minimum 4" PVC SDR 35 gasket joint pipe and a cleanout shall be located at 18" from building wall.

(c). Storm sewer shall be a minimum of 4" field tile with approved adapters. Footer tiles and sump pumps may discharge to the storm sewer. Roof drains and down spouts shall discharge over the ground.

3. Sidewalks are required in most developments in accordance with City specifications. Concrete drive approaches 6" minimum thickness with a minimum 4" stone base are required from the curb to the front property line. Driveway outside of the City right of way shall be a minimum of 4" thick concrete with a minimum of 4" stone base. Sand shall not be permitted for any type of backfill or base.

4. Electrical service shall comply with the City of Napoleon specifications, aluminum conductors shall not be permitted. Underground conductors shall be installed by the City of Napoleon the cost of which shall be born by the user. Installation of electrical service shall not be completed until the City receives full payment for the service installation.

This is not a complete list of requirements, other regulations are applicable including the requirements of the Napoleon City Code of Ordinances and Ohio Building Officials Association (OBOA) code. Inspections are required for all the above.

NEW HOMES & ADDITIONS

REQUIRED INSPECTIONS

1. Location and setback prior to any excavation.
2. Footer excavation and forming, prior to pouring concrete.
3. Foundation walls prior to pouring and before back-filling, garage floor before pouring, & driveway and sidewalks before pouring.
4. Structural inspection for exterior & interior walls, floor system, roof system and stairways.
5. Rough-in for electrical, mechanical, plumbing and insulation.
6. Siding, interior wall covering (drywall), fire place and other specialty items.
7. Final inspection on electrical, mechanical, & plumbing.
8. Final on stairways banisters & balusters, guard rails, smoke detectors.

Occupancy for new homes & additions is issued only after the above inspections have been approved. In addition, for new homes, water meters must be installed and utilities must be placed in the name of the person who will occupy the dwelling.

For inspections call (419) 592-4010 ask for Brent Damman.

1. The location of the service must be approved by the City Electric Distribution Superintendent before work is started. All meters shall be located so as to be exposed and accessible from the outside of the structure.

2. It is the responsibility of the builder to furnish and have installed the following:

- | | |
|--|---|
| (A) Copper entrance cable or single copper conductor in conduit from the weatherhead to the fused | (F) Ground wire |
| (B) disconnect in accordance with the following table. The size and capacity of the cable or conductors and conduit shall be maintained uniformly between the weatherhead and the fused disconnect. Neutral shall be identified by white marking or baring of insulation at end. | (G) Acorn ground rod clamps |
| (C) Weatherhead | (H) Ground rod |
| (D) Cable or conduit clamps spaced a maximum of 18" apart | (J) Watertight connector |
| | (K) Conduit bushing |
| | (L) Watertight fused disconnect |
| | (M) Pole — round or square, 12' above grade, 3' minimum in ground. (where applicable a taller or shorter pole may be acceptable.) |
| | (N) Guy wire or brace where required |
| | (P) Anchor where required |
| | (Q) Watertight GFCI protected outlet |

3. The City will furnish and the builder is to obtain and have installed the meter base. The center of the meter base shall be located 5' above finished grade.

4. The City will furnish and install the meter and necessary service lines to provide 120/240 volt single phase service from the transformer to the weatherhead.

5. Article 210-8 National Electric Code:*

(b) Construction Sites. All 120 Volt single phase 15 and 20 Amp receptacle outlets which are not a part of the permanent wiring of the building or structure shall have ground fault circuit interrupters for personnel protection.

6. If a city electric pole exists on the same side of the road where the permanent service will be located, the temporary service may be attached to it in lieu of setting a pole if approved by the Electric Distribution Superintendent.

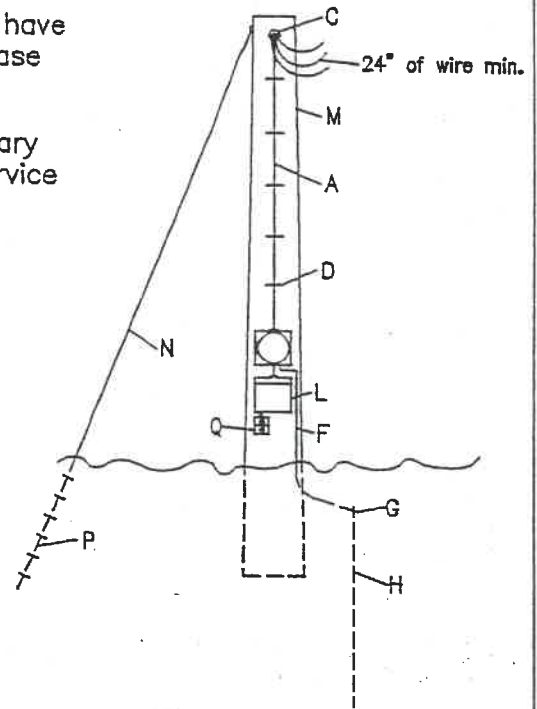
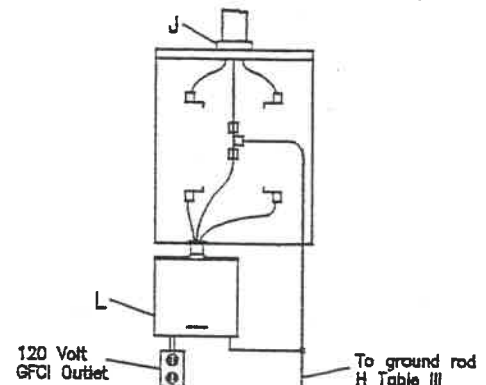


TABLE III

ITEM		SERVICE CAPACITY (AMP)	
		60	100
A	Copper Cond. S E U Cable	No. 6	No. 2
F	Bare Copper Ground Wire	No. 6	No. 6
H	1 Ground Rods 5/8" x 8' Copperweld or Galvanized		

*All material and construction shall be in accordance with the latest edition of the National Electrical Code, NFPA No. 70A.



NAPOLEON POWER & LIGHT — OVERHEAD STANDARDS

DATE
8-18-92

MINIMUM TEMPORARY SERVICE SPECIFICATIONS

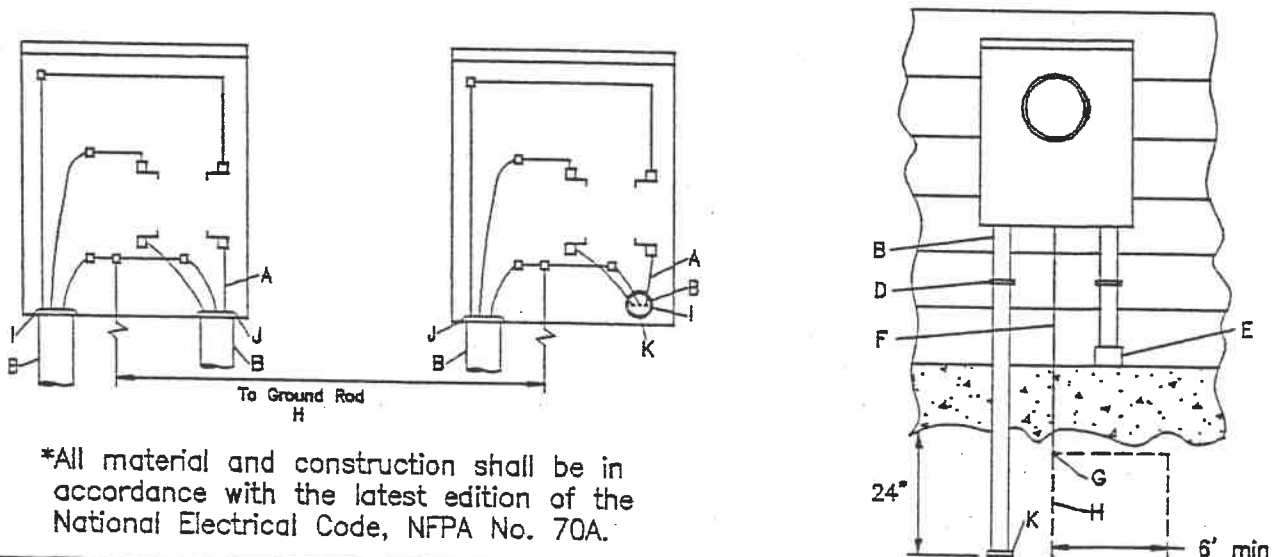
T1-1

1. The location of the service must be approved by the City Electric Distribution Superintendent before work is started. All meters shall be located so as to be exposed and accessible from the outside of the structure.
2. It is the responsibility of the builder to furnish and have installed the following for 200 Amp service:
 - (A) Single conductor copper wire from the meter base to the service panel.
 - (B) 2 1/2" Schedule 40 PVC conduit* from meter base to a depth of 24" below grade.
 - (C) *(2 1/2 rigid galvanized steel or aluminum conduit may be required where exposed to vehicular traffic)
 - (D) Conduit clamps spaced a maximum of 3' apart.
 - (E) Type LB, LR, or LL fittings for all bends.
 - (F) Bare or insulated grounding conductor from the service panel grounding lug to the grounding lug within the meter socket if available. If no lug is available within the meter socket, then the grounding conductor shall be run directly to a driven ground electrode.
 - (G) Acorn Ground Rod Clamp.
 - (H) Ground Rods — spaced a minimum of 6' apart and a minimum of 18" from foundation wall.
 - (I) Locknut
 - (J) Water tight connector.
 - (K) Conduit bushing (only on galvanized and aluminum conduit).

The builder shall also provide if required:

 - (1) Enough sand for 6" backfill when rock is present.
 - (2) Conduit and bushings or duct under driveways as required.
 - (3) Clearing of obstructions from the path of underground route.
3. The City will furnish and the builder is to obtain and have installed the meter base. The center of the meter base shall be located 5' above final grade.
4. The City Electrical Inspector will inspect and approve the installation before it is put into service.
5. The City will furnish and install the meter. The City will provide the trench, backfilling one time, and all service conductors from the transformer to the meter to provide a maximum of 200 amp, 120/240 volt single phase service, at the prices for underground services currently in effect.

ITEM		SERVICE CAPACITY (AMP)
		200 AMP
A	Copper Conductors	2/0 or 3/0
B	Schedule 40 PVC / Rigid Conduit Galv. Steel or Alum.	2 1/2"
F	Bare Copper Ground Wire	No. 4
H	2 Ground Rods 5/8" x 8" Copper Weld or Galvanized	



*All material and construction shall be in accordance with the latest edition of the National Electrical Code, NFPA No. 70A.

NAPOLEON POWER & LIGHT — OVERHEAD STANDARDS

DATE
8-18-92

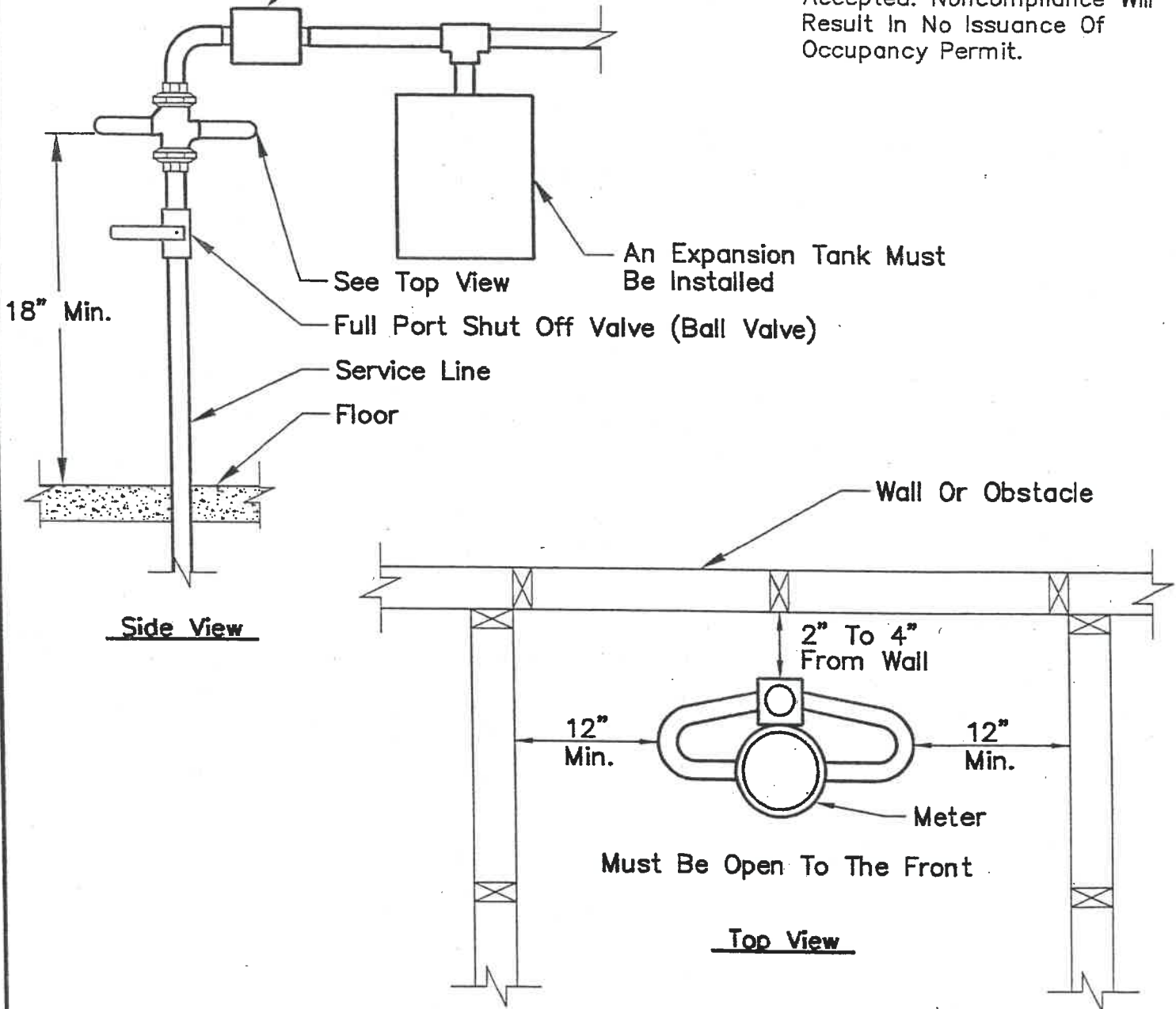
MINIMUM RESIDENTIAL UNDERGROUND
SERVICE SPECIFICATIONS

T1-2

Inside Residential Detail
5/8", 3/4", Or 1" Meter

Dual Check Valve Assembly
 Backflow Preventer
 (Mounted Horizontal)

Note:
 New Meter Installation In
 Crawl Spaces, Will Not Be
 Accepted. Noncompliance Will
 Result In No Issuance Of
 Occupancy Permit.



CITY OF NAPOLEON
 ENGINEERING DEPARTMENT
 PO BOX 151 / 255 W. RIVERVIEW AVE.
 NAPOLEON, OHIO 43545
 PHONE NO. (419) 592-4010
 FAX NO. (419) 599-8393

City Of Napoleon
 Water Distribution Dept.
 Typ. Service Installation

DATE: 04/07/99
 DRAWN BY: M.B.S.
 APPROVED BY: J.C.M.
 SCALE: NTS
 SHEET ___ OF ___

PROPER ATTIC VENTILATING FOR NORTHWEST OHIO

1. The first step is to determine the total gross attic floor area.
 - a. For roof pitch 0 to 6/12 measure the total gross attic floor area.
 - b. For roof pitch over 6/12 measure the total gross attic floor area then add 10%.
2. For each one hundred (100) square feet of gross attic floor area, you will need one (1) square foot of free vent area.
3. The roof peek shall be vented at 40% of the total free area needed, either at the ridge (with proper ridge vent) or on the roof surface no more than three (3) feet down from the ridge.
4. The soffit shall be vented at 60% of the total free area needed using a louvered or perforated material.

VENTING MATERIAL NET FREE AREA FIGURES.

- A. Aluminum or vinyl perforated soffit material: One lineal foot = 10 sq. in. of free air.
- B. Plastic mesh ridge vent material: One lineal foot = 18 sq. in. of free air.*
- C. Narrow high profile aluminum ridge vent material: One lineal foot = 9 sq. in. of free air.*
- D. Wide low profile aluminum or plastic ridge vent material: One lineal foot = 18 sq. in. of free air.*
* (based on a total ridge opening of 2 1/2").

EXAMPLE:

1. Gross attic floor area = 1500 sq. ft.
2. Each one hundred (100) sq. ft. of attic floor area constitutes one (1) sq. ft. of free vent area.
3. 1500 divided by 100 = 15 sq. ft. free vent area.
4. Convert sq. ft. to sq. in. 15 multiplied by 144 (sq. in. in a sq. ft.) = 2160 sq. in.
5. 40% of 2160 sq. in. used at peek (864 sq. in.) / 60% of 2160 sq. in. used at soffit (1296 sq. in.)
6. Using mesh at peek at 18 sq. in. per lineal foot = 48 feet of material needed.
7. Using perforated soffit material at 10 sq. in. per lineal foot = 130 feet of material.

CITY OF NAPOLEON

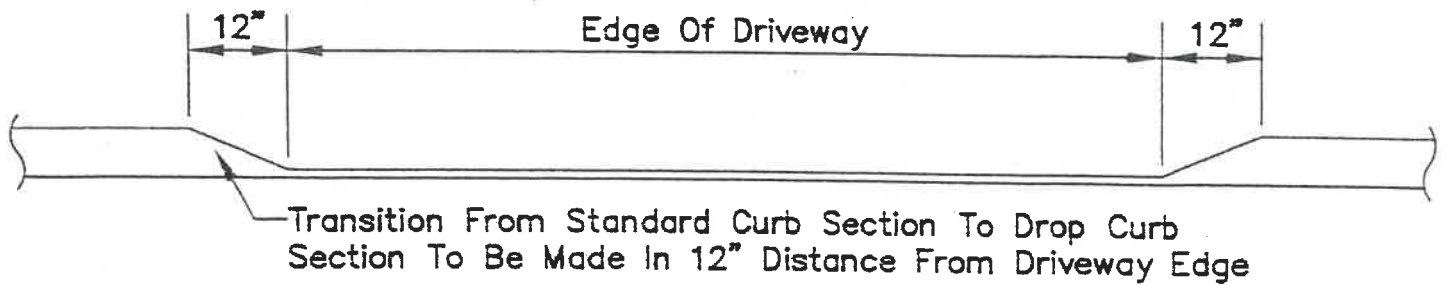
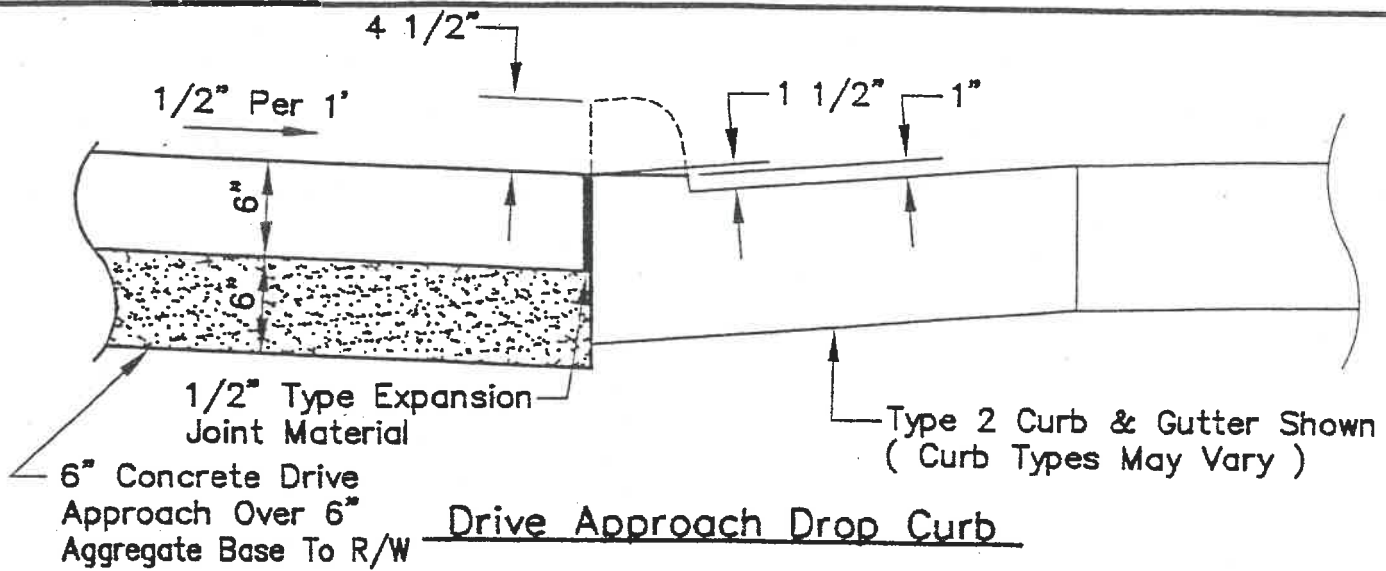
RESIDENTIAL SIDEWALK SPECIFICATION

I. WORK INCLUDED:

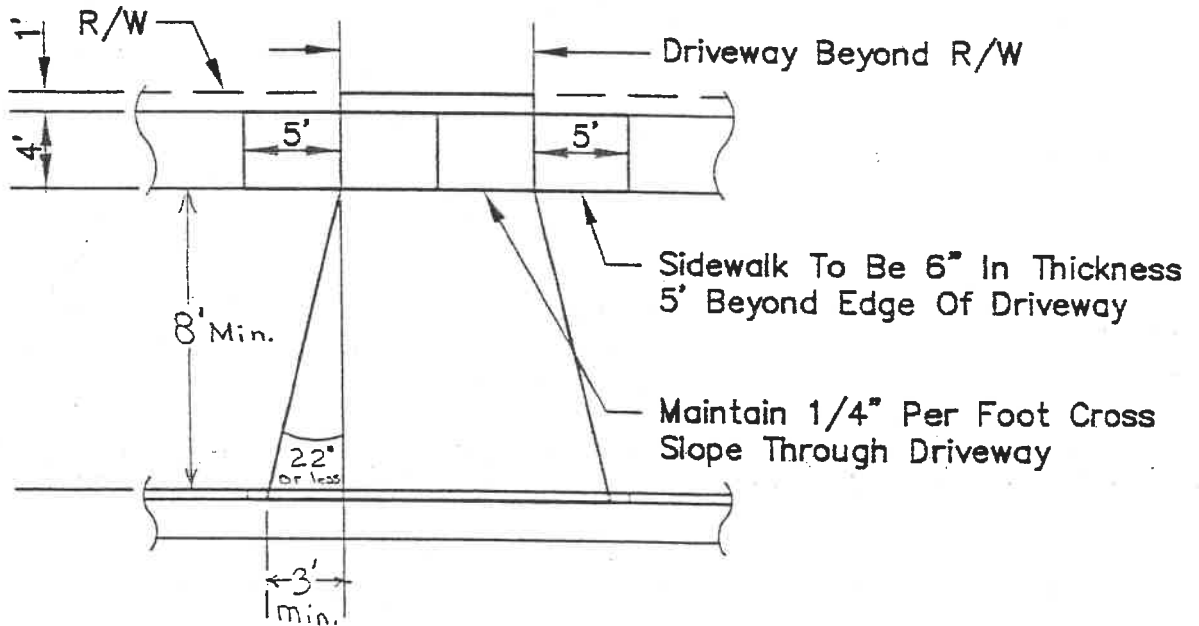
- A. Under this item the Contractor shall improve by construction, reconstruction or repairing as is necessary public sidewalks between limits established by the Engineer.
- B. Sidewalks shall be at least four (4") inches in thickness and in driveway crossings six (6") inches in thickness. When sidewalks abutt with the curb, the width shall be five (5') feet or as wide as the existing sidewalks; in either case, a minimum width of four (4') feet shall be adhered to. Edge of walks adjacent to the property line of the street shall be placed at least one (1') foot from the property line or meet existing sidewalks. The Engineering Department will give line and grade.
- C. Old concrete sidewalk material shall be removed and granular material used for fill if necessary to meet grade.
- D. All work shall conform to the standard specifications published by the Ohio Department of Transportation (O.D.O.T.) and the City, in effect at the date of contract and the requirements under these specifications.
 1. Referenced O.D.O.T. specifications as follows:
 - 608. concrete walks
 - 499. concrete
 - 511.12 depositing and curing concrete in cold weather

II. MATERIALS AND FINISH:

- A. A minimum 3" thick #10 crushed limestone base shall be provided and compacted in place.
- B. The concrete mix shall be a minimum of a 6' bag mix with 5 to 6% air entrainment. All surface area shall be broom finished and sealed with an Engineer approved concrete sealer. All joints shall be trowel-cut with a maximum joint spacing of 5 feet. The depth of cut shall be a minimum $\frac{1}{2}$ of the thickness of the slab. The final trowel-cut and edging shall be done after the final brooming. Expansion joints shall be placed at a maximum of 40 feet and at all intersecting walks.



Drop Curb Section



Concrete Drive Approach

* Any Variance From Detail To Be Approved By City Of Napoleon Engineering Department *

CITY OF NAPOLEON
 ENGINEERING DEPARTMENT
 PO BOX 151 / 255 W. RIVERVIEW AVE.
 NAPOLEON, OHIO 43545
 PHONE NO. (419) 592-4010
 FAX NO. (419) 599-8393

Drive Approach
 And Drop Curb
 Standard Detail

DATE: 10/27/98
 DRAWN BY: M.B.S.
 APPROVED BY: A.C.H.
 SCALE: NTS

SHEET ___ OF ___

4'-0" TYPICAL 5'-0" OPTIONAL

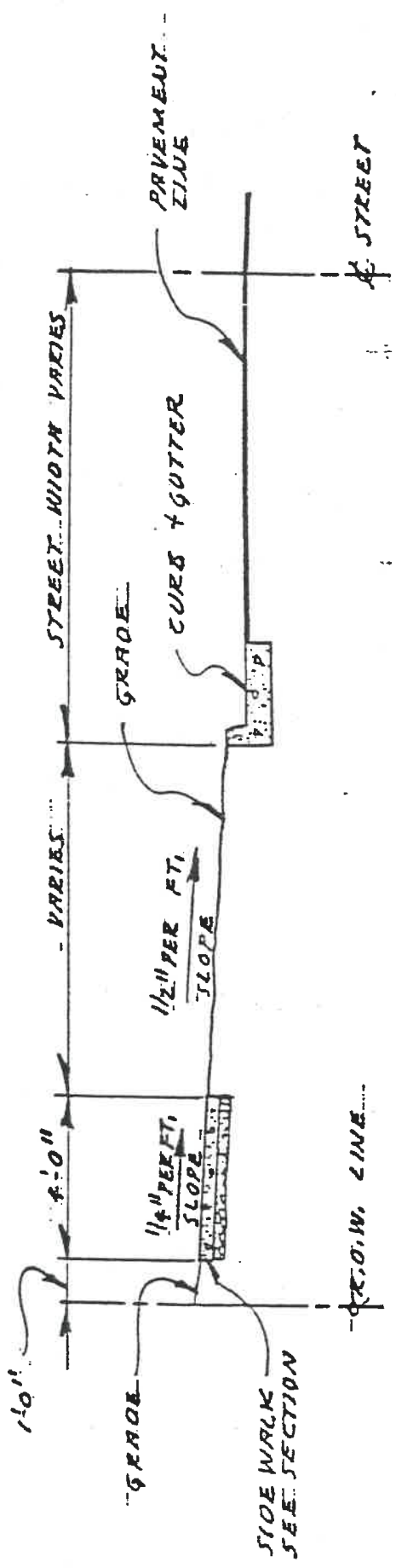
1/4" PER FT. SLOPE

4" CONCRETE WALK
6" MIN. THICKNESS
UNDER DRIVEWAYS

MIN. 3" THICK COMPACTED
#10 CRUSHED LIMESTONE
BASE



SIDEWALK SECTION



SIDEWALK LINE & ELEVATION DET.

CITY OF NAPOLEON
11-17-86 OWS # 10F1