

# The Village of Northfield

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10455 NORTHFIELD ROAD  
NORTHFIELD VILLAGE, OHIO 44067  
330-467-7130  
FAX 330-468-2518  
BUILDING DEPARTMENT

February 20, 2009

TO: ALL RESIDENTS, BUILDERS, DEVELOPERS, CONTRACTORS, ETC.

RE: BUILDING PRINTS AND INFORMATION NEEDED FOR NEW CONSTRUCTION PROJECTS (including, but not limited to, additions, garages and sheds).

1. Building prints (2 sets) are needed for all R-1, R-2, R-3, B-1, B-2, C-1 and C-2 new construction projects. This includes two (2) each of a plot map showing setbacks; existing and final grade; downspout location and tie-in; all electrical, storm and sanitary sewer tie-ins; driveway; sub lot number and address; water connections; surveyor's seal and certification number. (*Note:* Setbacks are as follows: 60 foot minimum frontage; 40 foot front yard measured from the street line to the front building line; 5 feet measured from the side property lines to the side building line; 45 feet from the rear property line to the rear building line. Corner lots may differ. All measurements shall be to the overhang). Also, include two (2) each of structural drawings showing the following views: foundation plan; floor plans; front, rear and both side elevations; cross-sectional; structural plans and details; any other pertinent information; architect seal and certification number.

2. Completed application, as well as payment of appropriate fees. Make checks payable to the ***Village of Northfield Building Department.***

3. All builders, developers, contractors and sub-contractors must complete a Contractor Registration Application and pay the filing fee in full.

4. Any other pertinent information deemed necessary by the Building and Zoning Inspector.

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Harold J. Walters  
Building and Zoning Inspector