

Things to do list before you build

Helpful Hints:

- *Make sure the site is zoned for your type of use. Contact you local Zoning Inspector and obtain a zoning permit if necessary. A list of inspectors can be obtained from the Marion County Regional Planning Office. Phone number (740) 223-4140
www.marionohioplanning.org*
- *Do I need a building permit from the Marion County Building Dept.? (This permit covers structural, foundations and electrical for residential construction) Marion County Buildings Code Dept. Marion currently has no requirements for a Building Permit.*
- *Do I need a building permit from the State? (commercial)
Ohio Industrial Relations Dept / Div of Factory and Building Office
(800) 523 - 3581 or (614) 644 - 2622*
- *Do I need to contact the Marion County Sanitary Engineers Office?
(Pertains to new home or remodel construction sanitary sewer / flood plan) (740) 223-4130*
- *Do I need to contact the Marion County Health Dept.? (740) 223-4162
(New construction where sanitary line isn't available, site evaluation will be needed to see if septic system can be located at building site or home replacement to see if existing system is adequate)*
- *Is my contractor registered with the county? (Check with Marion County Building Codes Dept.)*
- *House numbers can be obtained from the Marion City Engineer's Office (within Marion City) or the Marion County Engineer's Office (if in the county)*
- *Do I need to contact Marion County Regional Planning? (740) 223-4140
(Development and land divisions)*

PROCEDURE FOR DEVELOPING A RESIDENTIAL BUILDING LOT

- *Site Evaluation*
 - A. *Complete application for site evaluation; including site plan showing location of lot lines, house, driveway, garages, ponds, tiles and any other structures. Also show preferred location of well and septic system (if this applies).*
- *Check with local zoning and Marion County Regional Planning 196 W. Center St. to assure lot meets their requirements.*
- *Obtain proper mailing address from Marion County Engineer's office (Marion County Building) / Marion City Engineer's office (City Hall) before applying for permits.*
- *Permits required. (Marion County Health Dept / Marion County Sanitary Engineers Office)*
 - A. *Household sewage disposal system.*
 - 1. *Permit to install.*
 - a. *Final inspection required before back filling.*
 - 2. *Permit to operate (renewal required)*
 - a. *Aeration - annually*
 - b. *Septic - every three years*
 - B. *Private water system.*
 - 1. *Permit required prior to drilling well.*
 - 2. *Well log must be turned in within 30 days of drilling.*
 - 3. *Completion form must be turned in within 15 days of completion.*
 - 4. *Call to schedule a water sample after well is chlorinated and paperwork complete.*
 - C. *Plumbing Permit*
 - 1. *Rough-in and final inspections are required.*

NOTE:

(All permits expire after one year. Any work started without a permit will result in a 25% late fee. The water, sewage, and plumbing systems must be inspected and approved before home can be occupied. Failure can result in fines of up to \$100.00 per day.)

- *Have I gotten all of the necessary permits and paid all the fees required before starting construction? (Make sure, it may prevent problems in the future) i.e. Zoning Permit, Building Permit, Sanitary Sewer Permit, Septic Tank site evaluation, Driveway Permit, etc....*