



Clark County Community and Economic Development

Springview Government Center
3130 E. Main Street, Suite 1A
Springfield, Ohio 45505

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Residential Plan Approval Checklist

“Plan approval is simply a review of a projects’ drawings and specifications to ensure compliance with the building codes for your project and does so in a way that assures that it is safe and sanitary. A Certificate of Plan Approval establishes your legal right (license to build), as provided for in Ohio law, to build what is described on the approved construction documents. Construction of a building project in accordance with approved drawings and specifications is the best way to make sure you are getting the end result you desire, that it is safe for use or occupancy, and the assurance that you had secured your right to build an approved design”.

- ✓ **Zoning:** If you need information regarding where to apply for land-use approval; call (937) 521-2160.
- ✓ **Application:** All sections shall be completed; *do not use terms such as “same” or “same as above” as a substitute for information.* Do not leave sections blank. Incomplete submission will delay issuance of your permit. Application shall be signed and dated. Call (937) 521-2160 if you have questions.
- ✓ **Building Notice:** Must be obtained from the Clark County Auditor / Real Estate Office located at the A. B. Graham Memorial Building on the corner of Limestone and Columbia Street (937) 521-1891.
- ✓ **Plumbing / Site Approval:** Required for any new structure not on public sewer. For more information, contact the *Clark County Combined Health District* located at 529 East Home Road (937) 390-5600.
- ✓ **Plans:** Two (2) sets of building plans are required. Plans shall be of sufficient detail to perform a complete code review. If you are unsure that your plans are sufficient, please contact our Plan Examiner for an appointment. (937) 521-2160. Energy compliance: with the *2019 Residential Code of Ohio* (Chapter 11): Compliance shall be demonstrated by meeting the requirements of one of the following options:
 1. Sections 1101.14 through 1104 ...or
Perimeter: R-10, full height.
Floor: R-30. Insulation sufficient to fill the framing cavity providing not less than R-19.
Walls: R-20 batt (2 x 6 wall cavity) or 13 + 5: batt (2 x 4 wall cavity) + 5 (1-inch of continuous exterior foam (*insulated siding provides R-2.0+/-*). Note: *13+5 does not equal 15+3; continuous insulation has greater insulation value*)
Roof: R-49 (Ceilings without attics: 500 s.f. may be R-30 (1102.2.1)).
Fenestration: U-0.30.
 2. Section 1105 (the Simulated Performance approach) (ResCheck is one option; please go to: <https://www.energycodes.gov/rescheck>) and the provisions of Sections 1101.14 through 1104 indicated as “Mandatory,” or
 3. Section 1106 (the Energy Rating Index (ERI) approach) and the provisions of Sections 1101.14 through 1104 indicated as “Mandatory,” and Section 1103.5.3, or
 4. Section 1112 (“The *Ohio Home Builder’s Association* (OHBA) Alternative Energy Code Option”), or
 5. The “*International Energy Conservation Code.*”
- ✓ **Payment:** Checks and cash are accepted forms of payment. Make checks payable to: *Clark County Community and Economic Development.*

Please contact *Clark County Community and Economic Development* if you have questions. (937) 521-2160.