

*This informational guide is meant to assist in knowing when a permit is required.*

Building permits are required in the City of New Carlisle, the villages of Catawba, Enon, Donnelsville, North Hampton, South Charleston and South Vienna and the un-incorporated areas of Clark County.

## WHY DO I NEED A PERMIT?

**Building codes** establish State of Ohio adopted *minimum* standards for structures. Codes assure that structure, plumbing, heating and cooling, energy-efficiency and electrical systems will be safe and sanitary.

**Zoning regulations** protect public health and welfare. They promote community-character by organizing land into defined districts based on land-use with specific site-layout and design requirements.

## WHAT HAPPENS IF I DON'T GET AN APPROVAL / PERMIT...?

*Failure* to obtain an approval means the work does not comply with the *Ohio Revised Code*. This could result in fines. Work not approved may be excluded from any future appraisal of the real-estate value. Failure could potentially result in an insurance-claim *loss* being *declined / rejected* and *inability to sell your home!!!*



## QUESTIONS ABOUT YOUR NEXT PROJECT...?

**Contact us at (937) 521-2160**

[communitydevelopment@clarkcountyohio.gov](mailto:communitydevelopment@clarkcountyohio.gov)

**We're here to help!**

**Mon - Fri 7:30 AM – 4:00 PM**

**Ethan Harris**

Director

**Jerome Michael Asebrook**

Chief Building Official

**J. Alex Dietz**

**Rachel Ricketts / Stephanie Dunlap**

Zoning

# DOES MY PROJECT REQUIRE A PERMIT...

# ???



The following list provides information regarding permit requirements for various construction, improvement and maintenance activities. Fees and other helpful information can be found on our Web site: [www.clarkcountyohio.gov](http://www.clarkcountyohio.gov)

WORK TO BE PERFORMED	Permit Needed
<b>Air-Conditioner or Ductless HVAC Mini-Split New / Replacement:</b> (except window units) <i>Repairs do not require a permit.</i>	<b>Yes</b> M/E
<b>Accessory Structure:</b> (detached over 200 s. f.) Garage, shed, carport, gazebo, greenhouse. Zoning required if 120 Sq. Ft. or more.	<b>Yes</b> B/Z/E
<b>Alarm / Security System:</b> Low-voltage ( <i>less than 25-volts</i> ) wiring.	<b>No</b>
<b>Additions / Extension of Rooms, Garage, Carport:</b> <i>inc. Mobile Home Parks</i>	<b>Yes</b> B/M/E/Z
<b>Basement Finish / Egress Windows:</b>	<b>Yes</b> B/M/E
<b>Bearing / Foundation Walls:</b> Relocation / replacement / repair	<b>Yes</b> B
<b>Cabinet / Countertop Replacement:</b> <i>Electric permit may be required if new counter space is created.</i>	<b>No</b>
<b>Chimney Replacement:</b> Repairs of chimney above roof do not require a permit.	<b>Yes</b> B
<b>Change of Use:</b>	<b>Yes</b> B/M/E/Z
<b>Ceiling Joist Removal / Replacement:</b>	<b>Yes</b> B
<b>Decks:</b> Deck board repair or replacement does not require a permit.	<b>Yes</b> B/Z
<b>Demolition:</b> Tearing down whole house ( <i>not required for accessory structures.</i> )	<b>Yes</b> B
<b>Dishwasher:</b> New installations require electric and plumbing permit. Not required to replace existing dishwasher in same location	<b>Yes</b> E/P
<b>Driveway – New / Relocations:</b> Requires a driveway permit from Clark Co. Engineer or Township Road Department. <i>Repairs do not require a permit.</i>	<b>Yes</b> CCE / TWP
<b>Drywall Removal:</b> Removal to Studs, “gutting”	<b>Yes</b> B
<b>Electrical Service Upgrade:</b>	<b>Yes</b> E

**Legend:**  
**B** - Building, **E** - Electrical, **M** - Mechanical, **G** - Fuel-Gas Line, **P** - Plumbing, **BOH** - Board of Health, **CCE** - Clark Co. Engineer, **Z** - Zoning, **TWP** - Township

WORK TO BE PERFORMED	Permit Needed
<b>Electrical Repair / Replacement:</b> Required for new circuits or extension of circuits or placing additional fixtures or receptacles on an existing circuit. <i>Replacement of receptacle or light fixtures is considered repair and does not require permit.</i>	<b>Yes</b> E
<b>Electrical Re-connect:</b>	<b>Yes</b> E
<b>Fence:</b> No permit required. <i>Check with zoning official for placement.</i>	<b>No</b>
<b>Fireplace:</b> New / replacement Masonry / Pre-Fabricated.	<b>Yes</b> B
<b>Floor Joist Replacement:</b>	<b>Yes</b> B
<b>Footing Replacement:</b>	<b>Yes</b> B
<b>Foundation-Wall Repair / Replacement:</b>	<b>Yes</b> B
<b>Furnace Replacement:</b> <i>Repair, i.e. fan replacement does not require a permit</i>	<b>Yes</b> M
<b>Garage Door Opener:</b> An electrical permit is required if new electrical wiring is required	<b>No</b>
<b>Garbage Disposal:</b> New and Replacement: Not required for replacement unless it is a new installation which requires a separate circuit	<b>Yes</b> E
<b>Gas Line Re-connect:</b>	<b>Yes</b> G
<b>Generator:</b> Permanent	<b>Yes</b> E/G
<b>Hot-Water Heater Replacement:</b>	<b>Yes</b> P
<b>Hot Tubs / Spas:</b>	<b>Yes</b> E
<b>New Home:</b>	<b>Yes</b> B/E/M/G/Z
<b>Landscape and LED Lighting:</b> Low-voltage. <i>Check zoning requirements.</i>	<b>No</b>
<b>Lawn Irrigation Systems:</b>	<b>No</b>
<b>Painting / papering / tiling / carpeting:</b>	<b>No</b>
<b>Concrete Patio / Sidewalk / Terrace on Grade:</b>	<b>No</b>
<b>Playground Equipment:</b>	<b>No</b>

WORK TO BE PERFORMED	Permit Needed
<b>Plumbing / Fixture Installation Repair / Replacement:</b> Required for new or relocated waterlines or drains and to replace existing waterline or drains if they are concealed. <i>Not required for fixture replacement for sinks, toilets, tubs or showers.</i>	<b>Yes</b> P
<b>Pools:</b> Includes all in-ground and above ground pools greater than 24” deep including “prefab” and inflatable pools.	<b>Yes</b> E/Z
<b>Porch:</b>	<b>Yes</b> B/Z
<b>Remodeling / Alteration Projects:</b> if interior or exterior walls are added or moved or plumbing, electrical wiring, or HVAC are installed or moved	<b>Yes</b> B/E/M/Z
<b>Repair, Minor:</b> The reconstruction or renewal of any part of an existing building for the purpose of its maintenance if the work has no impact on access, safety or health. Cosmetic items; painting, spouting, etc.	<b>No</b>
<b>Retaining Walls:</b> Retaining walls > 48-inches high.	<b>Yes</b> B
<b>Roofing / Repair:</b> Loose or damaged roof shingles < 50 s. f.	<b>No</b>
<b>Roofing Replacement:</b> new sheathing or roof-coverings are installed.	<b>Yes</b> B
<b>Solar Panels (Ground mtd./ roof):</b>	<b>Yes</b> B/E/Z
<b>Sunroom / Porch:</b>	<b>Yes</b> B/Z
<b>Sky Lights New / Replacement:</b>	<b>Yes</b> B
<b>Siding Repair / Replacement:</b>	<b>No</b>
<b>Temporary Electric:</b>	<b>Yes</b> E
<b>Truss / Rafter Replacement:</b>	<b>Yes</b> B
<b>Water-Well / Septic Repair / Alteration:</b>	<b>Yes</b> BOH
<b>Wind Turbines:</b>	<b>Yes</b> B/Z
<b>Window Replacement:</b> Not required if window opening size or location is not changed.	<b>No</b>