

Common questions regarding zoning and building permits.

Updated 7/26/2023

What permits do I need to build a deck?

If your deck is less than 200 square feet in area, you will need no permit for its construction. You are required to abide by RCO (Residential Code of Ohio) rules stating that the deck:

- Is not attached to the dwelling.
- Is not more than 30 inches above grade at any point.
- The deck cannot serve the exit door.

I am remodeling my kitchen. I intend on installing new cabinets, sink, appliances, and new flooring. What permits are required?

For this situation, no permits are required.

In general, no permits are required for common finishing work like painting, papering, tiling, carpet installation, cabinet installation or countertop replacement.

I would like to build a firepit in our backyard – what permits are required.

No permits are required to construct a firepit. There may be local fire department regulations regarding the actual size and location of the firepit so please consult with the Massie Township Fire Department in this regard.

I am remodeling my kitchen. I intend on moving the sink and stove to the other side of the room. Is it required that I obtain a permit for this project?

For this situation a building permit would be required. You are moving water and soil lines for the sink, as well as the propane and an electric supply to your stove. This entails obtaining a permit wherein there would be a mechanical services inspection of the new propane line and an electrical inspection for the new circuit for the stove. If the stove was all electric, you would forgo the mechanical services inspection for the propane feed line. In addition, you would need to contact Warren County to inspect and to approve the relocation of the water and soil lines for the sink.

I am remodeling my bathroom. I intend on installing a new vanity with sink as well as to tile the shower surround and floor. Am I required to obtain a permit for this project?

For this remodeling project, no permits are required if you are not moving the water feed lines or soil lines.

What permits do I need to build a storage shed?

If your storage shed or accessory building is less than 200 square feet in area, you will need no permit for its construction. You will need to abide by existing Harveysburg zoning regulations that stipulate that you can only have one accessory building on your parcel and it must meet specific setbacks from all property lines.

We have signed an agreement to have solar panels installed on our roof. What permits are we required to obtain?

You will be required to obtain a permit for this installation. Your contractor will be required to provide to our Building Official a design layout of the physical installation, a sketch and dimensional description of the roofs support trusses, the manufactures installation specifications for the panels being installed and the electrical panel call out.

I am having a contractor replace the bathroom exhaust fan – do I need a permit?

No permits are required for the replacement of an existing bathroom exhaust fan.

We are having a graduation party at our home and intend to rent a large 100-person tent to provide shelter from the sun and/or inclement weather. Do I need to obtain a permit for the use of this tent?

No permits are required for the non-commercial use of the rental tent. The same would apply for all the typical residential uses of rental tents and non-rigid portable shelters as intended for personal use.

We are having a contractor install a new four foot high, 4 board cross-buck fence around the perimeter of our backyard – Does the contractor need to obtain a permit?

The contractor does not need to obtain a permit for any residential fence that is less than six feet in height. You need to verify with the Harveysburg zoning department that the fence complies with all applicable zoning code restrictions regarding property setbacks and yard placement.

We are considering the purchase of a hot tub for our deck. Do we need to obtain a permit for this installation?

Yes – you will need to obtain a permit for the installation of the hot tub. The permit will be for the installation and inspection of the electric service to the water pump and heating unit.

We have purchased new replacement windows for our home. Do we need to obtain a permit for their installation?

No permit is required for the installation of replacement windows if you are not expanding the size of any opening. You will be required to obtain a permit if you are adding a window to a wall, or you are increasing a window opening whereby you cut the wall studs and install a new header and sill.

We have purchased a large timber frame playset for the kids. Do we need to obtain a permit for the installation and assembly of the playset?

No permit is required for the installation of your playset. You need to verify with the Building Official that the playset complies with all applicable zoning code restrictions regarding property setbacks and yard placement.

Our water heater just failed. Do we need to obtain a permit for the installation of the replacement water heater?

No permit is required for the installation of a replacement water heater if the replacement sits in the same footprint, is of similar type, and the water supply lines are not altered. If you are changing from

an electric water heater to a propane model – you will then need to contact Warren County for inspection.

We purchased a wood stove for heating our family room. Do we need to obtain a permit if we are venting the stove out our window and not the roof?

Yes. You will need a permit for the installation of the wood burning stove.

We purchased a portable roll-about air conditioner to spot cool our family room. Do we need to obtain a permit if we are venting the air conditioner out the window?

You do not need a permit for portable air conditioning or heating systems.

We are considering the purchase of a stand-alone garage kit from either Menards or Home Depot. Are we required to obtain a building permit for its assembly?

Yes – a permit is required for the construction of the garage and an electrical permit if required if you add the service.

What tents do require a permit?

Ohio Building Code – Section 3103.1.3 covers all details on tents or membrane structures requiring permits – examples being:

- Individual tent or membrane structure with an aggregate area greater than 400 sq. ft.
- Multiple tents or membrane structures with an aggregate area greater than 400 sq. ft. and located within 12 feet of each other.

Note that within this section:

- No permit is required for recreational camping tents and covered shelters.
- No permit required on any tent or shelter less than 400 sq. feet in covered area.

The following four questions were asked during the Council Work Session held on July 12, 2023.

What are the normal business hours of our Building Official / Building Inspector?

ANSWER: I have in the past used the traditional construction work schedule which is 7:30am till 4:00pm. I am available by phone anytime though.

What would be the inspection fees associated with a commercial parking lot?

ANSWER: I would consider that an Alteration and would fall under Section C of item 2 BUILDING FEES at a rate of \$0.11 per square foot with a minimum fee of \$120.00.

A vendor from RenFest stated that their tent was 20' x 20' in size. Since the size is exactly 400 square feet, is she required to obtain a permit? The tent document that you provided states: "An individual tent or membrane structure with an area over 400 square feet."

Answer: An approval is required for individual tent or temporary structure with an area GREATER than 400 square feet if enclosed.

An approval is NOT required for tents open on all sides which comply with ALL of the following:

- a. Individual tents having a MAXIMUM size of 700 square feet.*
- b. The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet, not exceeding 700 square feet total.*
- c. A minimum clearance of 12 feet to all structures and other tents.*

For any additional clarification, please feel free to contact the building official directly.

Follow-on Tent question regarding the non-residential fee schedule item D. A tent for use less than 14 days. Does this mean - a 400 square foot tent used less than 14 days would have a different permit than does a tent that is used for 2 months?

Answer: First a 400 square foot tent if enclosed would NOT need an approval. Only enclosed tents in excess of 400 square feet would need an approval. Please refer to question 2 for further explanation.

Secondly, that is a misprint and should state "...less than 180 days. Per OBC 3103.1: Those erected for longer period of time SHALL comply with applicable sections of this code.

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We are having the propane line from our propane tank to our home repaired/replaced. Does this require a permit?

You do not need a permit for this repair. This is a basic in-situ repair that is usually handled by the propane service provider. We only inspect from the load side of service.

My newer metal roof continues to leak around the chimney, so I am having a roofing company remove the chimney and replace the tin. Does this repair require a permit?

You do not need a permit for this type of repair.