

CITY OF NORTH OLMSTED

Mayor Kevin M. Kennedy

Dale A. Mitchell, **Building Commissioner**

Building Department

Requirements for Interior and Exterior Waterproofing

- 1) **Fill out Addition and Alteration Application**
- 2) **Bring to the City of North Olmsted, Building Department**
- 3) **Building Department will send the application to the Service Department for a flow test.**
 - a. **If flow test fails we must have a letter from the homeowner and/or contractor stating that they will fix the problem for the dye to pass – Sample of letter attached.**
- 4) **All work can be subject to a ten (10) day waiting period.**
- 5) **No permit to be issued, nor work started until storm is satisfactorily opened.**
- 6) **All pipe to be 30 34 pipe.**
- 7) **All work is to be inspected before covering.**
- 8) **Cost of permit is \$40.40 for a homeowner and \$42.42 for a contractor**
- 9) **If work is being done by a homeowner, we need homeowner's exception form and protect your investment form filled out.**
- 10) **Contractor must fill out Protect Your Investment Form for permit submittal also.**

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Example letter for failed dye test

Letter should be on company letterhead, if possible.

(date)

City of North Olmsted
Building Department
5200 Dover Center Rd.
North Olmsted, OH 44070

RE: Dye Test

To Whom It May Concern:

(Company) will take responsibility for doing whatever is necessary to repair or replace the storm lines so they pass the dye test or be within city code at (address of home), North Olmsted, Ohio.

Sincerely,

(Owner)

(Company)