



Community Development Commercial Permit Application

General	<p>Important Notes</p> <ul style="list-style-type: none"> • Engineering plans must be approved prior to submitting for a building permit. • Applications submitted with missing information or incomplete plans will not be reviewed. • A Pre-submittal meeting is required for any project that would like to utilize the phased plan review process. The commercial plan reviewer and/or chief building official shall determine eligibility for the phased plan review process. • Zoning and building reviews are done concurrently and are coordinated through the Community Development Department. 																																																																																						
Property	<p>Address _____ Suite # _____</p> <p>Business Name _____ Parcel # _____</p> <p>Fire Department _____ County _____</p>																																																																																						
Project Information	<p>Type of Improvement (check all that apply)</p> <p><input type="checkbox"/>New <input type="checkbox"/>Addition <input type="checkbox"/>Alteration <input type="checkbox"/>Repair</p> <p>Scope of Work (check all that apply)</p> <p><input type="checkbox"/>Structural <input type="checkbox"/>Site work <input type="checkbox"/>Public Sewer Tap <input type="checkbox"/>Public Water Tap</p> <p><input type="checkbox"/>Electrical <input type="checkbox"/>Heating <input type="checkbox"/>Cooling <input type="checkbox"/>Ventilation</p> <p><input type="checkbox"/>Gas piping <input type="checkbox"/>Plumbing <input type="checkbox"/>Fire alarm <input type="checkbox"/>Fire suppression</p> <p><input type="checkbox"/>Foundation Start Requested <input type="checkbox"/>Other _____</p> <p>Description of Project: _____</p> <p>_____</p> <p>Business Name _____ # of Employees _____</p> <p>Business Type _____ Project Valuation _____</p> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <td>Construction Type</td> <td>1A</td> <td>1B</td> <td>2A</td> <td>2B</td> <td>3A</td> <td>3B</td> <td>4</td> <td>5A</td> <td>5B</td> </tr> <tr> <td>Primary Occupancy Code</td> <td>A-1</td> <td>A-2</td> <td>A-3</td> <td>A-4</td> <td>A-5</td> <td>B</td> <td>E</td> <td>F-1</td> <td>F-2</td> </tr> <tr> <td></td> <td>H-1</td> <td>H-2</td> <td>H-3</td> <td>H-4</td> <td>H-5</td> <td>I-1</td> <td>I-2</td> <td>I-3</td> <td>M</td> </tr> <tr> <td></td> <td>R-1</td> <td>R-2</td> <td>R-3</td> <td>R-4</td> <td>R-5</td> <td>S-1</td> <td>S-2</td> <td>U</td> <td></td> </tr> <tr> <td>Accessory Occupancy Codes</td> <td>A-1</td> <td>A-2</td> <td>A-3</td> <td>A-4</td> <td>A-5</td> <td>B</td> <td>E</td> <td>F-1</td> <td>F-2</td> </tr> <tr> <td></td> <td>H-1</td> <td>H-2</td> <td>H-3</td> <td>H-4</td> <td>H-5</td> <td>I-1</td> <td>I-2</td> <td>I-3</td> <td>M</td> </tr> <tr> <td></td> <td>R-1</td> <td>R-2</td> <td>R-3</td> <td>R-4</td> <td>R-5</td> <td>S-1</td> <td>S-2</td> <td>U</td> <td></td> </tr> </table> <p>Hazard Classification Low Moderate High</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td rowspan="5" style="text-align: center;">Square Footage shall be measured from outside wall to outside wall for dimensions</td> <td>Total Square Footage</td> <td>New</td> <td>Addition / Alteration</td> </tr> <tr> <td>Basement</td> <td></td> <td></td> </tr> <tr> <td>First Floor</td> <td></td> <td></td> </tr> <tr> <td>Other Floors</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Total SF</td> <td></td> <td></td> </tr> </table>	Construction Type	1A	1B	2A	2B	3A	3B	4	5A	5B	Primary Occupancy Code	A-1	A-2	A-3	A-4	A-5	B	E	F-1	F-2		H-1	H-2	H-3	H-4	H-5	I-1	I-2	I-3	M		R-1	R-2	R-3	R-4	R-5	S-1	S-2	U		Accessory Occupancy Codes	A-1	A-2	A-3	A-4	A-5	B	E	F-1	F-2		H-1	H-2	H-3	H-4	H-5	I-1	I-2	I-3	M		R-1	R-2	R-3	R-4	R-5	S-1	S-2	U		Square Footage shall be measured from outside wall to outside wall for dimensions	Total Square Footage	New	Addition / Alteration	Basement			First Floor			Other Floors			Total SF		
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Contacts	Applicant:	Contractor:
	Address:	Address:
	City, State, Zip:	City, State, Zip:
	Phone number:	Phone number:
	Email:	Email:
	Property Owner Name:	<i>Business Owner Emergency Contact</i>
	Address:	Company Name:
	City, State, Zip:	Emergency Contact Name:
	Project Contact Name:	Phone Number:
	Company:	Email:
	Phone Number:	Other Contact Information:
	Email:	

Project Details	Work Items	
	Electrical	# Panels _____
	Fire Alarm	# of Devices _____
	Heating	# of Units _____
	Cooling	# of Units _____
	Kitchen Hood / Suppression	# of Hoods _____
	Plumbing	# of Fixtures _____
	Gas Piping	# of Valve Stops _____ # of Appliances _____
	Medical Gas Piping	Yes / No Submittal shall be made to Franklin County
	Above Ground Fuel Tanks	Yes / No Submittal shall be made to the State of Ohio
	Boiler	Yes / No Submittal shall be made to the State of Ohio
	Water Tap Size	¾" 1" 1½" 2" 3" 4" 6" 8" 10"
	Fire Line Tap Size	¾" 1" 1½" 2" 3" 4" 6" 8" 10"
Water Tap Distance	# of Feet _____	
Sewer Tap	Water tap size ¾" 1" 1½" 2" 3" 4" 6" 8" 10" Well	
Sewer Tap Distance	# of Feet _____	
Grey Water	8" 10" 12"	

Signature	I hereby certify that I am the owner of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of the jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.	
	Applicant Signature _____	Date _____



Community Development Commercial Fees Schedule

Commercial New Building			Fee
Structure	Base fee	250.00	
	Inspection fee	.05 / sf	sf
	Occupancy fee	75.00	
	State 3% fee	.03 of above fees	
	Zoning fee	30.00	
	Certificate of Appropriateness	250.00	
Electric	Base fee	100.00	
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf
	Temporary Electric	100.00	
	State 3% fee	.03 of above fees	
Low Voltage	Base fee (50 volts or more)	150.00	
	State 3% fee	.03 of above fee	
Mechanical	Base fee	100.00	
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf
	State 3% fee	.03 of above fees	
Gas Piping	Base fee	50.00	
	Inspection fee	15.00 / valve stop	valves
	State 3% fee	.03 of above fees	
Plumbing	Base fee + 1 st fixture	200.00	
	Inspection fee	20.00 / fixture	fixtures
	State 3%	.03 of above fees	
Fire Protection	Base fee	50.00	
	Inspection fee	.03 / sf	sf
	State 3% fee	.03 of above fees	
Fire Alarm	Base fee	50.00	
	Inspection fee (maximum fee \$500)	.03 / sf	sf
	State 3% fee	.03 of above fees	
Kitchen Hood	Base fee	100.00 / each	/units
	State 3% fee	.03 of above fees	
Greywater System	8" tap fee	74,604.80	
	10" tap fee	107,244.80	
	12" tap fee	200,500.80	
Plan Review Fees		95.00/hour	Due at time of pickup

***See separate page for Water/Sewer fees**

Commercial Addition or Accessory Structure

Structure	Addition Base fee	250.00		_____
	Addition Inspection fee	.05 / sf		_____
	Accessory Structure Base fee	200.00		_____
	State 3% fee	.03 of above fees		_____
	Zoning fee	30.00		_____
	Certificate of Appropriateness	250.00		_____
Electric	Base fee	100.00		_____
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf	_____
	Temporary Electric	100.00 / each		_____
	State 3% fee	.03 of above fees		_____
Low Voltage	Base fee (50 volts or more)	150.00		_____
	State 3% fee	.03 of above fee		_____
Mechanical	Base fee	100.00		_____
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf	_____
	State 3% fee	.03 of above fees		_____
Gas Piping	Base fee	50.00		_____
	Inspection fee	15.00 / valve stop	valves	_____
	State 3% fee	.03 of above fees		_____
Plumbing	Base fee + 1 st fixture	200.00		_____
	Inspection fee	20.00 / fixture	fixtures	_____
	State 3%	.03 of above fees		_____
Fire Protection	Base fee	50.00		_____
	Inspection fee	.03 / sf	sf	_____
	State 3% fee	.03 of above fees		_____
Fire Alarm	Base fee	50.00		_____
	Inspection fee (maximum fee \$500)	.03 / sf	sf	_____
	State 3% fee	.03 of above fees		_____
Kitchen Hood	Base fee	100.00 / each	/units	_____
	State 3% fee	.03 of above fees		_____
Plan Review Fees		95.00/hour		Due at time of pickup

Commercial Alterations and/or Restorations

Structure	Base fee	200.00	
	Inspection fee	.05 / sf	sf
	State 3% fee	.03 of above fees	
	Certificate of Appropriateness (minor change per C.O. section 1157.07)	50.00	
	Certificate of Appropriateness (major change per C.O. section 1157.07)	250.00	
Electric	Base fee	100.00	
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf
	State 3% fee	.03 of above fees	
Low Voltage	Base fee (50 volts or more)	150.00	
	State 3% fee	.03 of above fee	
Mechanical	Base fee	100.00	
	Inspection fee (maximum fee \$4,000)	.03 / sf	sf
	State 3% fee	.03 of above fees	
Gas Piping	Base fee	50.00	
	Inspection fee	15.00 / valve stop	valves
	State 3% fee	.03 of above fees	
Plumbing	Base fee + 1 st fixture	200.00	
	Inspection fee	20.00 / fixture	fixtures
	State 3%	.03 of above fees	
Fire Protection	Base fee	50.00	
	Inspection fee	.03 / sf	sf
	State 3% fee	.03 of above fees	
Fire Alarm	Base fee	50.00	
	Inspection fee (maximum fee \$500)	.03 / sf	sf
	State 3% fee	.03 of above fees	
Kitchen Hood	Base fee	100.00 / each	/units
	State 3% fee	.03 of above fees	
Plan Review Fees		95.00/hour	Due at time of pickup

Commercial Small Projects and Individual permits

Structure	Cell Towers, Antenna tower & related structures	250.00		_____
	Satellite Dish	125.00		_____
	Commercial Swimming Pool	250.00		_____
	Dumpster Enclosure (requiring footings)	30.00		_____
	Walls, arbors, gazebos or similar structures	50.00		_____
	Change of Use	250.00		_____
	Change of Occupant	75.00		_____
	State 3%	.03 of above fees		_____
	Zoning fee for above projects	30.00		_____
	Zoning	Zoning	30.00	
Certificate of Appropriateness (minor)		50.00		_____
Certificate of Appropriateness (major)		250.00		_____
Electric	Base fee	50.00		_____
	Inspection fee – subpanel, etc.	7.00 / unit	units	_____
	Hot Water Heater	10.00 /unit	units	_____
	Heating Unit	25.00 / unit	units	_____
	Annual Approval	250.00		_____
	Temporary Electric	100.00		_____
	State 3% fee	.03 of above fees		_____
Low Voltage	Base fee (50 volts or more)	150.00		_____
	State 3% fee	.03 of above fee		_____
Mechanical	Heating, Cooling, Air Handling, Refrigeration	75.00 / unit	units	_____
	State 3% fee	.03 of above fees		_____
Gas Piping	Base fee	50.00		_____
	Inspection fee	15.00 / valve	valves	_____
	State 3% fee	.03 of above fees		_____
Plumbing	Base fee + 1 st fixture	200.00		_____
	Inspection fee	20.00 / fixture	fixtures	_____
	State 3%	.03 of above fees		_____
Fire Protection	Base fee	50.00		_____
	Inspection fee	.03 / sf	sf	_____
	State 3% fee	.03 of above fees		_____
Kitchen Hood	Base fee	100.00 / each	/units	_____
	State 3% fee	.03 of above fees		_____
Plan Review Fees		95.00/hour		Due at time of pickup

***If a project is not listed please call for information**