



**Community Development Residential Permit Application**

Incomplete applications or submittals will not be accepted/reviewed  
PLEASE PRINT CLEARLY

<b>Property</b>	Address _____ Parcel Number _____
	Subdivision _____ Lot Number _____
	Fire Department _____ County _____

<b>Project Information</b>	Type of Improvement ( <i>check all that apply</i> ): <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> 1 family <input type="checkbox"/> 2 family <input type="checkbox"/> 3 family
	Project Valuation ( <i>required</i> ) _____  Scope of Work ( <i>check all that apply</i> ): <input type="checkbox"/> Structural/Floor Plan <input type="checkbox"/> Site work <input type="checkbox"/> Public sewer tap <input type="checkbox"/> Public water tap <input type="checkbox"/> Electrical <input type="checkbox"/> Heating <input type="checkbox"/> Cooling <input type="checkbox"/> Ventilation <input type="checkbox"/> Gas piping <input type="checkbox"/> Plumbing <input type="checkbox"/> Fire alarm <input type="checkbox"/> Fire suppression <input type="checkbox"/> Foundation start requested <input type="checkbox"/> Other _____
	Description of Project: _____ _____

<b>Contacts</b>	<b>Property Owner's Name:</b>		<b>Contractor:</b>		
	Address:		Address:		
	City, State, Zip:		City, State, Zip:		
	Phone number:		Phone number:		
	Fax:		Fax:		
	Email:		Email:		
	<b>Applicant:</b> (circle one)	<b>Owner</b>	<b>Contractor</b> (list contact name below)	<b>Other</b> (complete below information)	
	Applicant Contact Name:				
	Company Name:				
	Address:		City, State Zip Code		
	Phone number:		Fax:		
	Email:				

Project Details	# of Bedrooms				
	# of Full Baths		# of Half Baths		
	Square Footage shall be measured from outside wall to outside wall for dimensions	<b>Total Square Footage</b>	<b>New</b>	<b>Addition / Alteration</b>	
		Basement			
		First Floor			
		All other floors			
		Garage			
		<b>Subtotal</b>			
		Deck			
		<b>Total SF</b>			
<b>Work Items (subcontractor form required for all items below)</b>					
Electrical	# Panels				
Heating	# of Units				
Cooling	# of Units				
Gas Piping	# of Fixtures	# of Appliances			
Plumbing	# of Fixtures				
Fire Protection	Yes / No				
Water Tap Size		3/4"	1"	1 1/2"	
Water Tap Distance	# of Feet	2"	3"	4"	
		6"	8"	10"	
Sewer Tap Size	Water tap size	3/4"	1"	1 1/2"	
Sewer Tap Distance	# of Feet	2"	3"	4"	
		6"	8"	10" Well	
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 _____		
Office Use	<input type="checkbox"/> Approved <input type="checkbox"/> Conditional Approval		<input type="checkbox"/> Approved <input type="checkbox"/> Conditional Approval		
	Zoning Signature: _____		Building Signature _____		
	Date: _____		Date _____		



**Community Development Residential Fees Schedule**

**Residential New House**

			Fee
Structure	Base fee	75.00	
	Inspection fee	.10 / sf	sf
	Plan Review fee	50.00	
	Occupancy fee	50.00	
	State 1% fee	.01 of above fees	
	Zoning fee	30.00	
	Certificate of Appropriateness	50.00	
	Park fee	150.00	
	Leisure Trail fee	350.00	
Electric	Base fee	50.00	
	Inspection fee	.03 / sf	sf
	Panel	50.00 / panel	panels
	State 1% fee	.01 of above fees	
Low Voltage	Base fee (50 volts or more)	25.00	
	State 1% fee	.01 of above fee	
Mechanical	Heating	50.00 / unit	units
	Cooling	50.00 / unit	units
	State 1% fee	.01 of above fees	
Gas Piping	Base fee	50.00	
	Inspection fee	15.00 / valve stop	valves
	State 1% fee	.01 of above fees	
Plumbing	Base fee + 1 <sup>st</sup> fixture	60.00	
	Inspection fee	15.00 / fixture	fixtures
	State 1%	.01 of above fees	
Water fees*	¾" Tap fees	175.00	
	¾" New Albany Capacity fee	1049.40	
	1" Tap fees	350.00	
	1" New Albany Capacity fee	1748.40	
Sewer fees*	Base fee	85.00	
	Inspection fee over 100'	2.80 / ft.	
	¾" Tap fees	130.00	
	¾" New Albany Capacity fee	1522.00	
	¾" Columbus Capacity fee	3044.00	
	1" Tap fees	260.00	
	1" New Albany Capacity fee	2537.00	
1" Columbus Capacity fee	5074.00		

\*See Water/Sewer fee page for other tap sizes

## Residential Addition or Accessory Structure

Structure	Base fee	75.00	_____
	Inspection fee	.10 / sf	_____
	Plan Review fee	50.00	_____
	State 1% fee	.01 of above fees	_____
	Zoning fee	30.00	_____
	Certificate of Appropriateness	50.00	_____
Electric	Base fee	50.00	_____
	Inspection fee	.03 / sf	_____ sf
	Panel	50.00 / panel	_____ panels
	State 1% fee	.01 of above fees	_____
Low Voltage	Base fee (50 volts or more)	25.00	_____
	State 1% fee	.01 of above fee	_____
Mechanical	Heating	50.00 / unit	_____ units
	Cooling	50.00 / unit	_____ units
	Duct Work Only	40.00	_____
	State 1% fee	.01 of above fees	_____
Gas Piping	Base fee	50.00	_____
	Inspection fee	15.00 / valve stop	_____ valves
	State 1% fee	.01 of above fees	_____
Plumbing	Base fee + 1 <sup>st</sup> fixture	60.00	_____
	Inspection fee	15.00 / fixture	_____ fixtures
	State 1%	.01 of above fees	_____

## Residential Alterations and/or Restorations

Structure	Base fee	75.00	_____
	Inspection fee	.10 / sf	_____ sf
	Plan Review fee	25.00	_____
	State 1% fee	.01 of above fees	_____
	Certificate of Appropriateness	50.00	_____
	(if exterior work is completed windows, doors, siding, etc.)		
Electric	Base fee	50.00	_____
	Inspection fee	.03 / sf	_____ sf
	Panel	50.00 / panel	_____ panels
	State 1% fee	.01 of above fees	_____
Low Voltage	Base fee (50 volts or more)	25.00	_____
	State 1% fee	.01 of above fee	_____
Mechanical	Heating	50.00 / unit	_____ units
	Cooling	50.00 / unit	_____ units
	Duct Work Only	40.00	_____
	State 1% fee	.01 of above fees	_____
Gas Piping	Base fee	50.00	_____
	Inspection fee	15.00 / valve stop	_____ valve

	State 1% fee	.01 of above fees	_____
Plumbing	Base fee + 1 <sup>st</sup> fixture	60.00	_____
	Inspection fee	15.00 / fixture	_____ fixture
	Hot Water Tank replacement	60.00	_____
	Additional Hot Water Tank replacement	15.00 / each	_____ each
	State 1%	.01 of above fees	_____

**Residential Small Projects and Individual permits**

Structure	Deck base fee	50.00	_____
	Deck Inspection fee	.10 / sf	_____ sf
	Fireplace	75.00	_____
	Arbors / Gazebos or similar structure	50.00	_____
	Walls over 4ft (from bottom of footing to top of wall)	50.00	_____
	State 1% fee	.01 of above fees	_____
	Zoning for above projects	80.00	_____
Zoning	Patio, landscaping, fences, sidewalk, driveway	30.00	_____
	Swimming Pools	30.00	_____
	Replacement shingles, siding, windows	50.00	_____
Electric	Base fee	50.00	_____
	Inspection fee	.03 / sf	_____ sf
	Panel	50.00 / panel	_____ panels
	Temporary Electric	50.00	_____
	Generator	50.00	_____
	State 1% fee	.01 of above fees	_____
	Generator zoning	80.00	_____
Low Voltage	Base fee (50 volts or more)	25.00	_____
	State 1% fee	.01 of above fee	_____
Mechanical	Heating	50.00 / unit	_____ units
	Cooling	50.00 / unit	_____ units
	Duct Work Only	40.00	_____
	State 1% fee	.01 of above fees	_____
Gas Piping	Base fee	50.00	_____
	Inspection fee	15.00 / valve stop	_____ valve
	State 1% fee	.01 of above fees	_____
Plumbing	Base fee + 1 <sup>st</sup> fixture	60.00	_____
	Inspection fee	15.00 / fixture	_____ fixture
	Hot Water Tank replacement	60.00	_____
	Additional Hot Water Tank replacement	15.00 / each	_____ each
	State 1%	.01 of above fees	_____
Fire Protection	Base fee	50.00	_____
	Inspection fee	.03 / sf	_____ sf
	State 1%	.01 of above fees	_____

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