



CITY OF CENTERVILLE
 100 West Spring Valley Road
 Centerville, Ohio 45458
 (937) 428-4786 Fax: (937) 428-4718
<http://www.centervilleohio.gov>
buildinginspection@centervilleohio.gov

Application Approval No. _____

JOB COST (Actual cost charged to customer)

➔ \$ _____

(Application will not be processed w/o a Job Cost included)

APPLICATION FOR PLAN APPROVAL

SUBMIT ONE APPLICATION FOR EACH PROJECT TYPE OR BUILDING ADDRESS

1. APPLICATION MADE FOR WHICH PROJECT TYPE Commercial (3% State Fee) Residential (1% State Fee)

Choose One Only: Electrical Approval Gas Piping Approval HVAC Approval

2. PROJECT DESCRIPTION (Required) _____

3. PROJECT LOCATION _____ Suite/Apt # _____ Lot/Building # _____

4. OWNER Name/Company _____ Phone No. _____
 Address _____ City, State, Zip _____

5. OCCUPANT/TENANT Name/Company _____ Phone No. _____

6. PLANS BY Name/Company _____ Phone No. _____
 Address _____ City, State, Zip _____

7. CONTRACTOR Name/Company _____ Phone No. _____
 Address _____ City, State, Zip _____

8. APPLICANT Name/Company _____ Phone No. _____
 Address _____ City, State, Zip _____

Email Address: _____

I hereby certify that the proposed work is authorized by the Owner of Record and I have been authorized by the Owner to make this application as his/her Agent. I also agree to call for all inspections as required and to conform to ALL applicable laws of the City and State.

 APPLICANT'S SIGNATURE

 DATE

Electrical Description		Electrical Description		Electrical Description	
	QUANTITY		QUANTITY		QUANTITY
Service up to 400A		2 & 3 Wire Circuits		Temporary Pole	
Service over 400A		Reconnect		Pre-Heat	
Additional Panels		Electrical Sign		Special	
Service Change		Pool Bonding			

Gas Piping Description

New Gas Meter New Propane System Existing System/Retest _____ # New Gas Openings

HVAC Description

Commercial HVAC System(s) are based on the estimated cost of construction (Minimum Fee \$100.00)

____ Residential Heating Units ____ Residential A/C Units ____ Commercial Duct Extension (\$40.00 per fire area)

____ Res. Duct Extension (\$40.00) Electric Heat Fuel Oil Heat Gas Heat Hot Water Boiler Pool Heater

All Electric, Gas Piping and HVAC fees (except duct extensions) are based on the cost of construction. The fee calculator is located online at <http://www.centervilleohio.gov/fees>

Base fee _____

3% Commercial 1% Residential _____

Fee Total _____

The Building Fee Calculator is located at <http://www.centervilleohio.gov/fees>
 Email address: buildinginspection@centervilleohio.gov
 We appreciate your feedback - please complete our survey at <http://www.centervilleohio.gov/buildingsurvey>

PLAN APPROVAL #:

An approval shall be obtained before beginning construction, alteration or repairs, other than ordinary repairs, using application forms furnished by the Building Official. Ordinary repairs are nonstructural repairs that do not include the addition to, or replacement of or relocation of water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electrical wiring, or mechanical or other work for which approval is required by the Building Official.

Every plan approval issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such approval is not commenced within twelve months from the date of the approval or if the building or work authorized by such approval is suspended or abandoned at any time after the work is commenced for a period of six months.

A copy of approved plans shall be kept on the site of the building or work at time of inspection.

The applicant or his agent shall post the street address on the job-site in a conspicuous place visible from the street or public right-of-way. The address shall be maintained by the applicant until the final inspection has been made and approved.

Occupancy of any new structure or addition is prohibited until final approval is granted and an Occupancy Certificate is issued.

This is to acknowledge that I am aware of and have read the plan review comments that are now a part of the approved plans. If I am not the owner or architect responsible for preparing these documents, I, as the agent for the owner/architect, will make the owner/architect aware of the plan review comments before construction is started.

If I do not agree with an item on the plan review comments, I understand that I may file for an appeal.

If additional plans or information are requested as part of the plan review comments, I agree to provide such information in the time frame requested.

I understand if this information is not provided or if this order has not been appealed within thirty (30) days of this date, this application for approval will be considered VOID (Ohio Building Code Chapter 1 and RCO Chapter 1).

Signature

Date

OFFICE USE ONLY

Date Received _____ Initial _____
 Planning Review _____
 Fire Department Review _____
 Plan Examiner Approval _____
 Building Official Review _____

Use Group _____ Construction Type _____
 Occupancy Load _____ C.O. Needed Y N
 Sq. Ft. for Project _____ Total Sq. Ft. _____
 Applicant Notified Application is Ready _____ Phone Mail
 Applicant requests emailed Application Approval Receipt

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Construction = \$ _____
 Certificate of Occupancy = \$ _____
 Special = \$ _____
 Penalty Fee = \$ _____
 Plan Review = \$ _____
 State Surcharge = \$ _____
 1% 3%
TOTAL = \$ _____

- Final Approval By _____ Date _____ C. O. Notes
 Pending Electric Approval
- Application Expired By _____ Date _____
- Did not call for final inspection - Application Expired By _____ Date _____