



CITY OF AVON

Building Department

36080 Chester Road · Avon, OH 44011 · Phone (440) 937-7811 · Fax (440) 937-7824 · www.cityofavon.com

Date Received: _____

Plan Approval # _____

City Of Avon Application for Non-Residential Plan Approval

PROJECT LOCATION: (OBC 107.2.2)

Building Name _____

Street Address _____ City _____ Zip Code _____ County _____

Is this project/building located in the flood plain? Yes No

Has the flood plain administrator been contacted for requirements? Yes No

SCOPE OF THE PROJECT: (OBC 107.2.1)

Building General Electrical Fire Alarm

Mechanical Plumbing Sprinkler System

PROJECT DETAILS

Proposed Project Sq. Ft. _____

Garage Sq. Ft. _____

Basement Sq. Ft. _____

Estimated Cost for Project \$ _____

TYPE OF PROJECT:

- Repairs
- New Building Construction
- Alteration
- Building Addition
- Request Existing Bldg C of O

PHASED PLAN REVIEW:

- Foundation
- Other:
- Other:

DESCRIPTION OF THE EXTENT OF WORK INCLUDED IN APPROVAL: (OBC 1072.2)

APPLICATION RELATED INFORMATION:

- Is this project being submitted as a result of a previous preliminary plan review?
 No Yes, please provide the preliminary plan review number: _____
- Is this application being submitted as a result of a Notice of Violation or Adjudication Order that you received?
 No Yes, please provide the adjudication order: _____

BUILDING OWNER INFORMATION: (OBC 107.2.2) (Property Owner)

Name _____ Phone _____ E-Mail _____

Street Address _____ City _____ State _____ Zip _____

APPLICANT INFORMATION: (Owner or Owner's authorized agent) (OBC107.2) (Property Owner or General Contractor)

Applicant _____ Phone _____ E-Mail _____

Street Address _____ City _____ State _____ Zip _____

Signature Applicant/Agent: _____ Date _____

I hereby agree to the conditions of this Application for Building Permit and to comply with all Ordinances of the City of Avon, all Ordinance, and the Law of the State of Ohio, relating to work to be done there under.

Permit Fee \$ _____ OBBS 3% \$ _____

Occupancy Fee \$ _____ **Total Permit Fee** \$ _____

PLEASE REFER TO PAGE 2 of this APPLICATION FOR NOTES AND INSPECTIONS

APPROVED: _____ DATE _____

City of Avon Building Official

REGISTERED DESIGN PROFESSIONAL INFORMATION:

Architect Engineer Certified Fire Protection System Designer (OBC 107.4.4)
Designer _____ Certificate No.: _____
Street Address _____ City _____ State _____ Zip _____
Phone No _____ E-mail _____

GENERAL BUILDING INFORMATION:

(The following information applies to the entire building, not just construction area.) (OBC 107.2.3.)

Building Information:

Use group(s)? _____ Mixed use groups? No Yes Separated Non-Separated
Construction Type? _____ Building Height (FT)? _____ Number of Stories _____
Occupancy load? _____ Storage Height (FT)? _____ Storage aisle width (FT)? _____

Fire Protection Systems:

(Enter the type of system such as NFPA 13, NFPA 72, etc., if known. Enter "N/A" if not applicable)

Building sprinkler system? _____ Sprinkler demand @ base of riser (PSI)? _____
Limited area sprinkler system? _____ Type 1 hood suppression? _____ In-Rack sprinkler system? _____
Building fire alarm system? _____ Fire detection system? _____ Smoke detection system? _____

CERTIFICATION: (OBC 107.2.5)

I certify that I am the Owner Owner Authorized Agent
All information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above.
Signature _____
Print Name _____ Date _____

This area is designated for the incorporation of fee schedules as established by the locally adopted fee schedule as indicated per Ohio Building Code Section 115.1.

NOTES:

DIRECTIONS FOR COMPLETING City of Avon Application for Plan Approval

In accordance with Ohio Administrative Code (OAC) Chapter 4101:1-1-01, pursuant to Ohio Revised Code (ORC) Section 3791.04, before beginning the construction, erection or manufacture of any building for which construction documents are required, the owner shall submit (three) copies of construction drawings to this division for approval. The construction documents shall be accompanied with the application form and attached (scope / fees) worksheets. The construction documents shall be prepared by a registered design professional pursuant to OAC 4101:1-1-01. An examination and inspection fee will be assessed at the time of submittal as outlined in OAC 4101:1-1-01.

Application Directions: Complete page one of the application and attached worksheets as outlined below. All boxes, 1 through 14, must be completed in full or the application will be returned. Send this completed form along with all required documents to City of Avon Building Department, 36080 Chester Rd., Avon, Ohio 44011.

1. **SCOPE OF PROJECT:** Check all the boxes that apply to the scope of work proposed in this project. Every scope of work checked must be accompanied with the appropriate fees. Without establishing the proper scope of work, the division will be unable to establish the inspection schedule for the project. Please note that "**Building General**" refers to **all "general trade" work** in the building including ceiling panels/grids, non-loadbearing partitions, flooring, etc.; NOT just structural loadbearing components of the building.
2. **TYPE OF PROJECT:** Check one of the types of projects from the list.
3. **PHASED PLAN REVIEW:** If you are applying for a phased plan approval, check all phases of the plan reviews that are applicable to this project. The plans examiner will review your plans according to the phased schedule. If you are not applying for a phased plan review, leave all boxes blank.
4. **APPLICATION RELATED INFORMATION:** Answer each of the questions in this block and provide additional information accordingly. Complete answers to the questions will help the division process and review the project accurately.
5. **PROJECT/BUILDING LOCATION:** Please provide complete information identifying the location of the building where the construction or renovation will occur. This will help the division determine the proper jurisdiction for the project.
6. **BRIEF DESCRIPTION OF THE SCOPE OF WORK COVERED UNDER THIS APPLICATION:** Please provide a brief description of the scope of work. Please include the names of the areas or rooms affected by the construction when only a portion of building is covered under the permit application. The description provided will be shown on your certificate of use and occupancy.
7. **BUILDING OWNER INFORMATION:** Please provide complete answers to each item. If the building is owned by a corporation, please provide the name of the corporation and identify a contact person in the section called "Attention.".
8. **APPLICANT INFORMATION:** Provide complete information. All project correspondences will be directed to the project applicant.
9. **DESIGNER INFORMATION:** Section 106.2 of the Ohio Building Code requires that the design professional be identified including the design professional's Ohio registration number.
10. **BUILDING CODE INFORMATION:** Information provided applies to the construction area in a mixed use groups building, or the entire building if it is a single use group building. For change of occupancy, the term "Current use group" refers to the approved use group under the previous occupancy. For information concerning the term "Proposed use group", please refer to Chapters 3 and 6 of Ohio Building Code for the proper classification.
11. **GENERAL BUILDING INFORMATION:** The information provided applies to the entire building and is not limited to the construction area. Even when the proposed project is a partial building renovation or a building addition, the information for the entire building is required. The information provided will be shown on your certificate of use and occupancy in accordance with section 111 of the Ohio Building Code.
12. **APPLICATION FEES:** Please check one of the preferred payment methods and provide the square footage or linear footage of the areas affected by the construction. Please refer to the Fees Worksheet in this package for more details.
13. **CERTIFICATION:** The application cannot be processed if this section is not complete.
14. **OFFICE USE ONLY:** This section is reserved for our office use only. Please do not mark in this area.

Once the plans have been examined and approved, a Certificate of Plan Approval will be issued to the owner along with two sets of construction documents. One of the sets of construction documents must remain at the job site at all times during construction pursuant to OAC 4101:1-1-01. Inspection can be obtained by calling the City of Avon Building Department (440) 937-7811 at least one day prior to inspection. Once all inspections have been obtained a final Certificate of Occupancy will be issued pursuant to OAC 4101:1-1-01.