

Engineering Permit Application
COMMERCIAL, INDUSTRIAL OR MULTI-FAMILY PROJECT



GENERAL INFORMATION

Construction site address _____ Permanent parcel number _____

Name of business _____

CONTRACTOR INFORMATION

Contractor _____ Contractor address _____

Contractor phone _____ Contractor email _____

PROPERTY OWNER INFORMATION

Property owner _____ Property owner address _____

Property owner phone _____ Property owner email _____

DESIGN PROFESSIONAL INFORMATION

Plans prepared by: Architect Engineer Other: _____ Ohio Registration #: _____

Name and firm _____ Address _____

Phone _____ Email _____

PROJECT AND SITE DETAILS

PROJECT TYPE: New building(s) Building addition
 Site alteration Detached accessory structure

SITE DETAILS: Lot size (acres): _____ Disturbed area (acres): _____
 New impervious area (sf): _____ Structure area (sf): _____

LOCATION OF WORK: Owner's property Right-of-way (ROW)

PROJECT ELEMENTS (check all that apply)

<input type="checkbox"/> Water line: <i>*also submit Water Supplemental Form</i>	<input type="checkbox"/> Tap to city main*	<input type="checkbox"/> Connection at ROW*
	<input type="checkbox"/> Service lateral repair/replacement	<input type="checkbox"/> Water meter
	<input type="checkbox"/> Lawn irrigation	<input type="checkbox"/> Backflow prevention device
<input type="checkbox"/> Sanitary sewer:	<input type="checkbox"/> Tap to city main	<input type="checkbox"/> Connection at ROW
	<input type="checkbox"/> Service lateral repair/replacement	
<input type="checkbox"/> Storm sewer:	<input type="checkbox"/> Tap to city main	<input type="checkbox"/> Connection at ROW
	<input type="checkbox"/> Service lateral repair/replacement	<input type="checkbox"/> Septic outlet to storm
<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Culvert	<input type="checkbox"/> Ditch enclosure
<input type="checkbox"/> Grade change	<input type="checkbox"/> Downspouts/splash block	<input type="checkbox"/> French drain/yard drain
<input type="checkbox"/> Curb cut	<input type="checkbox"/> Apron	<input type="checkbox"/> Tree clearing (acres): _____
<input type="checkbox"/> Cell tower	<input type="checkbox"/> Other: _____	

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MATERIALS

Pipe size (diameter): _____ Pipe length (feet): _____
Pipe material: _____ Cleanouts/yard drains (#): _____
Bedding: _____
Backfill: _____

SUBCONTRACTORS

All contractors performing work related to this permit must be registered and approved by the Building Division for the current year.

APPLICATION AUTHORIZATION

I certify that all information contained in this application is true, accurate and complete to the best of my knowledge.

Applicant signature Date Property owner signature Date

CITY USE

Application reference

Engineering Division approval Date

FEES AND DEPOSITS

Plan review deposit: _____ Payment method:
Inspection deposit: _____ Check
Permit fee: _____ Credit card
Sewer tap fee: _____ Cash
Water tap fee: _____