

FOR OFFICE USE ONLY

EST 1808



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DATE RECEIVED

Commercial Building & Zoning Application

PERMIT NUMBER

Provide one hard copy and one electronic (unlocked PDF) of complete drawings and specifications (including a Water Usage Tabulation form) with this application. Approved plans and permit must be on the job site and accessible to the inspector. List of subcontractors must be submitted with all applications and all contractors must be registered with the City of Delaware. Payments not accepted at time of permit submittal. **3% state fee may apply.

NOTICE: A separate permit is required for plumbing and may be obtained from the Delaware County Health Department.

The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance or construction. The City of Delaware, by issuing this permit, is not guaranteeing the quality of the materials or the workmanship of the contractor. The City reserves the right to revoke any registration or issue a stop work order for non-compliance with City Codes.

- Commercial Condo (4 or more) Apartment (4 or more)

Project Address

Name of Project/Business Name

Owner of Property

Phone

Email

Emergency Contact Phone Number

Parcel Number

Contact (when permit is ready)

Phone

Email

Contractor (Primary/General)

Phone

Email

Architect/Engineer

Phone

Email

Cost of Projects

Number of Buildings

Does this add Dwelling Units? / #

Board of Zoning Appeals Approval # (if applicable)

Class of Work (circle one):

New

Addition

Alteration

Repair

Move

Description of Work:

Building Use Group(s) Classification Per OBBC (Circle One)

A1 A2 A3 A4 A5 B E F1 F2 H1 H2 H3 H4 I1 I2 I3 M R1 R2 R3 S1 S2 U

Total square feet (include mezzanines)

Change of use from

Change of use to

Occupant Load

Construction Type (circle one)

1A

1B

2A

2B

2C

3A

3B

4

5A

5B

Electrical Work (if applicable - circle one)

New Construction

Addition

Alteration

Size of Service (in amps)

(service in excess of 400 amps requires sealed drawings to be submitted)

Mechanical Work (if applicable)

Heating system	New	Replacement	Conversion
Prefab Fireplaces (number)		Heating BTU	Cooling Tons
Type of Fuel		Furnaces (number)	Air Handlers
Hot Water Boilers		Rooftop Units	AC Units
Infra-Red Radiant Heaters		Unit Heaters	
Electric Heat Baseboard (number)	Ceiling Cable	Ray Board	Glass Radiant
Grease Hoods (number)			

Fire Suppression/Protection (if applicable)

Describe Proposed System						Square Foot	
Is suppression system required? (circle)	Yes	No				System Demand	GPM
Storage Configuration/Aisle Width							
Hazard Classification (Circle)	Light	Ord 1	Ord 2	Ex 1	Ex 2	Other	
	New Construction		Alteration		Repair or Replacement		
Fire Alarm System (circle)	Yes	No	Number of Stations	Existing	Proposed		
Smoke Detectors (circle)	Yes	No	Number of Detectors	Existing	Proposed		
Sprinklers (circle)	Yes	No	Number of Heads	Existing	Proposed		
Standpipes (circle)	Yes	No	Number of Standpipes Proposed				
Commercial Kitchen Hoods (circle)	Yes	No	Number of Heads Proposed				
Spray Booths (circle)	Yes	No	Number of Heads Proposed				
Fire Detection System (circle)	Yes	No	Number of Smoke Detectors				
Number of Heat Detectors			Number of Fire Detectors				
Smoke Control System (circle)	Yes	No	Square Footage Being Suppressed				

The undersigned is either the property owner or a duly authorized agent of the property owner and do hereby verify the truth and correctness of all facts and information presented with this application and authorize on-site inspections by City Staff.

Owner or Authorized Agent	Date
Approved By	Date
Planning/Zoning	Date
CBO	Date
Plans Examiner	Date

**COMMERCIAL FEE STRUCTURE - Payment due after approved - Not all fees are listed on fee sheet
Office Use Only**

New Building / Addition	\$154 + \$0.07 per square foot
Alteration / Tenant Space	\$66 + \$0.04 per square foot
Decks / Accessory Structures	\$66 + \$0.03 per square foot
Re-submitted Plan Review	\$110 per hour
Miscellaneous	\$85
Excavation (connect to utilities)	\$55
Water / Sewer Permit	\$30
Structural	\$88.00 plus \$0.05 per square foot
Electrical	\$88.00 plus \$0.04 per square foot
HVAC	\$88.00 plus \$0.03 per square foot
Insulation / Energy Conservation	\$88.00 plus \$0.02 per square foot
Fire Suppression / Protection	\$110.00 + \$5 per signaling system / sprinkler head (up to 300)
Sidewalk / Approach	\$40
Demolition	\$110
Change of Use Permit	\$40
Re-Inspection (upon 3rd inspection for the same item)	\$90
Temporary Certificate of Occupancy	\$110
Final Certificate of Occupancy	\$85

**** State of Ohio Surcharge - %3 on above ****

Additional fees may apply per the complete fee schedule in Ordinance 22-107