# Plan Approval Application

**Mid-East Ohio Building Department**
**22 North 5th Street**
**Zanesville, OH 43701**
**Phone: 740-455-7905**

**Please fill out three pages completely.**

**Plan Approval Fees are due at time of application. Plans will NOT be reviewed until fees are paid.**

**Please submit three copies of the construction documents.**

1. Name of Business/Building
2. Project Scope
3. Exact Address of Project

Exact address is required before any inspections can be scheduled.

City _____ Zip _____

County _____

4. **Estimated Cost of Project**

## OTHER APPROVALS REQUIRED

Check with Local Officials: Zoning Approval, Storm Water Runoff Approval, Floodplain Administration Approval, Plumbing Permit/Approval, and/or Fire Department Review.

Local Building Permit may be required before construction. Check with Twp. or Mayor's Office.

5. Nature of Project CHANGE OF OCCUPANCY ☐ ALTERATION ☐ ADDITION ☐ NEW ☐

6. Use _____ (Current Use) _____ (Proposed Use)

**(For example: retail, medical office, salon, restaurant, event venue, daycare,)**

**FOR DESIGN PROFFESSIONAL OR OFFICE USE ONLY:** Type of Construction _____ Proposed OBC Use Group _____

7. Applicant's Name
8. email _____ phone _____

If you provide paper plans and desire to have plans returned to you, as opposed to picking them up, please provide a self addressed stamped envelope.

9. Project Contact Person _____ Cell _____
10. Job Site Contact Person _____ Cell _____

I certify the above to be true and accurate to the best of my knowledge. The Owner or Assignee obtaining this permit is responsible for Zoning Approval. I hereby understand and agree that this structure will not be occupied until a final inspection has been carried out and approval given by the Building Official (if applicable).

11. Signature of Applicant

12. Owner of Building/Project

Address

City | State | Zip

E-mail

Phone | Cell

13. Person Preparing Plans

Address

City | State | Zip

Email

Phone | Cell

14. Square footage of new building or of addition or alteration:

| | |
|---|---|
| Basement | |
| 1st Floor | |
| Mezzanine | |
| Other floors (=2+3+4+etc) | |
| Total square footage: | |

15. Multiplier: (round to next highest 100 square footage)

# MID-EAST OHIO BUILDING DEPARTMENT
# FEE SCHEDULE (to be completed by Applicant)

| | |
|---|---|
| **STRUCTURAL FEES** | |
| $250 Structural Processing Fee | $ |
| $10.50 per 100 Square Feet* | $ |
| $10.50 per 100 Lineal Feet* (i.e. Fences over 7' tall) | $ |
| **MECHANICAL FEES** | |
| $250 Mechanical Processing Fee | $ |
| $8.25 per 100 Square Feet* | $ |
| **ELECTRICAL FEES** | |
| $250 Electrical Processing Fee / Electric Service Fee | $ |
| $8.25 per 100 Square Feet* | $ |
| **FIRE SUPPRESSION FEES** | |
| $250 Fire Suppression Processing Fee | $ |
| $8.25 per 100 Square Feet* | $ |
| **FIRE ALARM FEES** | |
| $250 Fire Alarm Processing Fee | $ |
| $8.25 per Device (include panels, actuation, detection and signaling devices) | $ |
| **CERTIFICATE FEES** | |
| $350 Existing Building Certificate of Occupancy or Completion | $ |
| **OTHER FEES** | |
| $250 Direct HVAC Replacement (up to 3 units, $60 per unit after 3) | $ |
| $375 Kitchen Hood, first hood, plus $125 per additional hood | $ |
| $375 Kitchen Hood Fire Suppression, first hood, plus $125 per additional hood | $ |
| $250 Re-roof up to 50K sq. ft. plus $75 for every additional 50K sq. ft. | $ |
| $350 Temporary Occupancy | $ |
| $250 Tent | $ |
| $360 Underground Fire Suppression | $ |
| $250 Retaining Wall | $ |
| $375 Industrialized Unit | $ |
| $125 Field Inspection or Reinspection | $ |
| $375 Outside Pole Lighting | $ |
| $250 Construction Trailer | $ |
| $375 Generator | $ |
| | |
| $500 Fine for Working Without a Plan Approval | $ |
| **TOTAL FEES DUE** | $ |

PAYMENT DUE AT TIME OF SUBMITTAL

Credit Card, Cash, or Check payable to: Mid-East Ohio Building Deparment

* Round up to the nearest 100 gross aggregate and/or lineal square foot (i.e. 103 sq. ft. round up to 200 sq. ft.)

Complete a separate application for each structure on the site.