

City of Springfield, Ohio

COMMUNITY DEVELOPMENT DEPARTMENT - BUILDING REGULATIONS DIVISION

76 E. High Street * Springfield, Ohio 45502 * Phone (937) 324-7389

ALL APPLICATION & PLANS MUST BE SUBMITTED THRU THE CITYWORKS PORTAL

PLAN APPROVAL APPLICATION FOR NON-RESIDENTIAL

SCOPE OF PROJECT: (obc 107.2.1)	TYPE OF PROJECT	PHASED PLAN REVIEW																					
<table style="width: 100%;"> <tr> <td><input type="checkbox"/> Building</td> <td><input type="checkbox"/> Sprinkler System</td> </tr> <tr> <td><input type="checkbox"/> Mechanical</td> <td><input type="checkbox"/> Fire Alarm</td> </tr> <tr> <td><input type="checkbox"/> Electrical</td> <td><input type="checkbox"/> Gas Piping</td> </tr> <tr> <td><input type="checkbox"/> Plumbing</td> <td><input type="checkbox"/> Commercial Roof/Re-Roof</td> </tr> </table> <p style="text-align: center;">_____ Total Square Footage of Project</p>	<input type="checkbox"/> Building	<input type="checkbox"/> Sprinkler System	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Electrical	<input type="checkbox"/> Gas Piping	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Commercial Roof/Re-Roof	<table style="width: 100%;"> <tr><td><input type="checkbox"/> Repairs</td></tr> <tr><td><input type="checkbox"/> New Construction</td></tr> <tr><td><input type="checkbox"/> Alteration</td></tr> <tr><td><input type="checkbox"/> Building Addition</td></tr> <tr><td><input type="checkbox"/> Change of Occupancy</td></tr> <tr><td><input type="checkbox"/> Mechanicals Only</td></tr> </table>	<input type="checkbox"/> Repairs	<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration	<input type="checkbox"/> Building Addition	<input type="checkbox"/> Change of Occupancy	<input type="checkbox"/> Mechanicals Only	<table style="width: 100%;"> <tr><td><input type="checkbox"/> Foundation to Grade</td></tr> <tr><td><input type="checkbox"/> White Box only (Certificate of Completion)</td></tr> <tr><td>___ Use Group</td></tr> <tr><td>___ Construction Type</td></tr> <tr><td>___ Construction Value</td></tr> <tr><td>_____ Contract Cost</td></tr> <tr><td>_____</td></tr> </table>	<input type="checkbox"/> Foundation to Grade	<input type="checkbox"/> White Box only (Certificate of Completion)	___ Use Group	___ Construction Type	___ Construction Value	_____ Contract Cost	_____
<input type="checkbox"/> Building	<input type="checkbox"/> Sprinkler System																						
<input type="checkbox"/> Mechanical	<input type="checkbox"/> Fire Alarm																						
<input type="checkbox"/> Electrical	<input type="checkbox"/> Gas Piping																						
<input type="checkbox"/> Plumbing	<input type="checkbox"/> Commercial Roof/Re-Roof																						
<input type="checkbox"/> Repairs																							
<input type="checkbox"/> New Construction																							
<input type="checkbox"/> Alteration																							
<input type="checkbox"/> Building Addition																							
<input type="checkbox"/> Change of Occupancy																							
<input type="checkbox"/> Mechanicals Only																							
<input type="checkbox"/> Foundation to Grade																							
<input type="checkbox"/> White Box only (Certificate of Completion)																							
___ Use Group																							
___ Construction Type																							
___ Construction Value																							
_____ Contract Cost																							

PROJECT/BUILDING LOCATION: (OBC 107.2.2)

Name: _____ Street Address: _____
 City: _____ Zip Code: _____ County: _____
 Is Project in flood plain? _____ Has flood plain administrator been contacted for requirements? _____

BRIEF DESCRIPTION OF SCOPE OF WORK: (OBC 107.2.1)

BUILDING OWNER INFORMATION:

Owner Name: _____ Street Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone No: _____ Fax: _____ Email Address: _____

CONTRACTOR INFORMATION:

Owner Name: _____ Street Address: _____
 City: _____ State: _____ Zip Code: _____ Registration No. _____
 Phone No: _____ Fax: _____ Email Address: _____

DESIGN PROFESSIONAL: Architect Engineer Certified Fire Protection Designer (OBC 107.4.4)

Registration / Certificate / License Number: _____
 Designer: _____ Street Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone No: _____ Fax: _____ Email Address: _____

BUILDING CODE INFORMATION (OBC 106)

(Information applies to construction area in a mixed use groups building, or the entire building if a single use group) Current Use Group(s) _____ Occupancy Description: _____

General Building Information (the following information applies to the entire building, not just the construction area)(OBC 107.2.3)

Use Group(s) _____ Mixed use group No Yes Separated Non-Separated Construction type _____
 Building Height (ft) _____ No. of Stories _____ Occupant Load _____ Storage Height _____ Aisle Width (ft) _____

FIRE PROTECTION SYSTEMS (Enter the type of system such as NFPA 13, NFPA 72, etc., if known.)

Building Sprinkler System: _____ Sprinkler demand @ base of riser (PSI) _____
 Type 1 Hood Suppression: _____ In Rack Sprinkler System: _____ Limited Area Sprinkler System: _____
 Building Fire Alarm System: _____ Fire Detection System: _____ Smoke Detection System: _____

Certification: (OBC 107.2.5)

I certify that I am the 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: _____ Date: _____

Office Use Only

Date Received: _____ Iworqs No. _____
 Check No. _____ Cash _____ Credit Card _____
 Processed By: _____
 Walk in _____ Mail in _____

TYPE	FEE	TOTAL
Application Fee	\$100.00	\$100.00
Plan Review (50% of Building Fee)	\$150.00 min	
Building Fee (Per Construction Table)	\$135.00 min	
Certificate of Occupancy	\$ 50.00	
Temporary Certificate of Occupancy	\$150.00	
Energy Code Review	\$ 15.00	
BUILDING SUBTOTAL		
OBBS fee 3% Commercial Only		
Zoning 1% of Bldg. Subtotal / \$25 min	\$ 25.00	
Occupant Load Card	\$ 50.00	
Investigation Fee (\$200 to \$1000.00)	\$200.00	
Engineering Review Fee		
FINAL SUB TOTAL		
Less Deposit - \$250.00		
(Non-Refundable)		
TOTAL FEES DUE		

CONSTRUCTION FACTOR TABLE				
USE GROUPS	NAMES	TYPES OF CONSTRUCTION		
		1	2, 3 or 4	5
A-1, A-4	Theaters, Arenas	1.71	1.49	1.29
A-2, A-3, A-5, E	Nightclubs, Churches, Stadiums, Schools	1.40	1.21	1.01
B, M	Business, Mercantile	1.11	0.93	0.72
F-1, F-2, H, S1, S2	Factories, Hazard, Storage	0.74	0.58	0.43
1-1, 1-2, 1-3, 1-4	Institutional	1.81	1.26	1.14
R-1, R-2, R-3, R-4	Hotels, Multi-Family Residential	1.08	0.94	0.79
U, MISC.	Utility (greenhouse, carports, etc.)	0.57	0.45	0.31

FOR ALL NEW COMMERCIAL BLDGS, ADDITIONS AND ALTERATIONS	
Gross Area in Square Feet	
Construction Factor From Above Table	
Subtotal	
	x 71
Total Construction Cost	
Subtotal	
	x .0045
BUILDING FEE	

COMMERCIAL ROOFING PERMITS		
Minimum: \$45.00 + Appl fee + OBBS 3%	REROOF	TEAR OFF / RESHEET
Number of squares		
	x \$100.00	x \$200.00
Subtotal		
	x .0045	x .0045
BUILDING FEE		

Additional fees could be incurred through Zoning or Engineering
Once your application is processed, we will email you the fees due and ways to pay.

City of Springfield
Division of Taxation
P.O. Box 5200
Springfield, Ohio 45502
Phone: (937) 324-7357
Fax: (937) 328-3471

BUSINESS-INCOME TAX QUESTIONNAIRE SUBCONTRACTOR LIST

(All general and subcontractors must be licensed in the City of Springfield)

Date: _____ **Site Address:** _____

General

Name Email Address Phone

Excavator

Name Email Address Phone

Electrical

Name Email Address Phone

Gas Piping

Name Email Address Phone

HVAC

Name Email Address Phone

Sewer

Name Email Address Phone

Framing

Name Email Address Phone

Concrete

Name Email Address Phone

Waterproofing

Name Email Address Phone

Roofing

Name Email Address Phone

Drywall

Name Email Address Phone

Brick Work

Name Email Address Phone

Insulation

Name Email Address Phone

*******If there are multiple listings for each category, please list them on a separate sheet*******