

PLAN APPROVAL APPLICATION

RESIDENTIAL BUILDINGS

ADDRESS		CITYWORKS CASE #:	
		DATE	
OWNER		PHONE	
ADDRESS			
CITY	STATE	ZIP	EMAIL
CONTRACTOR		PHONE	
EMAIL			
PLANS PREPARED BY		PHONE	
ADDRESS			
CITY	STATE	ZIP	EMAIL

DESCRIPTION OF SOLAR PANEL INSTALL

TYPE OF IMPROVEMENT
<input type="checkbox"/> NEW BUILDING
<input type="checkbox"/> ALTERATION
<input type="checkbox"/> ADDITION
<input type="checkbox"/> REPAIR/REPLACEMENT
<input type="checkbox"/> GARAGE
<input type="checkbox"/> ACCESSORY/DECK

SIZE/MISC	
SQUARE FOOTAGE	
CONTRACT COST	
PROJECT VALUE	

RECEIPT #	
DATE	
RECEIVED BY	

TYPE	FEE	TOTAL
APPLICATION FEE	\$ 40.00	\$40.00
PLAN REVIEW – HABITABLE AREAS (50% OF BLDG FEE/\$100.00 MIN)	\$100.00 min	
PLAN REVIEW – NON HABITABLE	\$ 50.00	50.00
BUILDING FEE (SEE REVERSE SIDE)		135.00
CERTIFICATE OF OCCUPANCY	\$ 50.00	
TEMP CERTIFICATE OF OCCUPANCY	\$150.00	
ENERGY CODE REVIEW	\$ 15.00	
BUILDING SUBTOTAL		225.00
OBBS FEE (1% OF BUILDING SUBTOTAL)		2.25
ZONING	\$ 25.00	
INFORMATIONAL INSPECTIONS	\$ 45.00	
INVESTIGATION FEE (\$200 - \$1000)	\$200.00 min	
LESS DEPOSIT (Non-Refundable) \$90 NON-HABITABLE \$140 HABITABLE		
TOTAL FEES DUE		227.25

SEE NOTES ON REVERSE SIDE

Separate permits may be required for work involving electric, HVAC, plumbing, sign installation, and fire suppression/detection.

Signature: _____ **Title:** _____

Print Name: _____ **Phone:** _____

Rev 03/18/15 jt

Application Approved by _____
Date _____

All permit applications must be submitted thru the CityWorks portal
 Fees are assessed during application processing thru the building department, you will be emailed the amount and ways to pay.

RESIDENTIAL BUILDING PERMIT FEE SCHEDULE

BUILDING FEE IS OBTAINED BY USING THE FOLLOWING FORMULAS

FOR ALL RESIDENTIAL PERMITS		
	HABITABLE AREAS	NON-HABITABLE (Garages, sheds, decks)
Gross Area (in square feet)		
	x \$45.00	x \$25.00
Subtotal		
	x.0045	x.0045
Building Fee		

NOTE: If project valuation is less than \$30,000.00 the permit fee will be a minimum of \$135.00 plus associated fees.

NOTES

Work started prior to securing the required permits is subject to a minimum investigation fee of \$200.00. Emergency work, if agreed to by the Chief Building Official, shall be exempt from the investigation fee.

Only the person performing the work may obtain a permit and schedule an inspection.

Installations requiring inspections must not be covered until approved. Failure to receive approval may result in orders requiring the removal of such covering.

Installations must be in accordance with the current edition of the adopted Ohio Residential Code and referenced documents

Requests for field inspections must be made a minimum of 24 hours in advance and will be scheduled for the next working day.

Applicants on the schedule for the day's inspections may contact the respective inspectors during the morning from 8:00 am to 8:45 am for consultation or scheduling time.

An additional \$45.00 reinspection fee may be imposed for work that is not properly installed, is not ready for inspection, has changed from the approved plans or is not accessible at the time of the inspection.

Residential plans must be submitted with a "plan approval application" – sealed drawings are not required.

CITY OF SPRINGFIELD, OHIO
 COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING REGULATIONS DIVISION -
 76 East High Street Springfield, Ohio 45502 ~ Phone: (937) 324-7389

PLAN APPROVAL APPLICATION

ELECTRICAL

DATE

ADDRESS		CityWorks Case #:	
OWNER		EMAIL	
		PHONE	
CONTRACTOR		PHONE	
		EMAIL	

RES	COM	TYPE	FEE	TOTAL
<input type="radio"/>	<input type="radio"/>	APPLICATION FEE	\$ 40.00	40.00
	<input type="radio"/>	PLAN REVIEW (Commercial)	\$100.00	
<input type="radio"/>		PLAN REVIEW (Residential)	\$ 20.00	20.00
<input type="radio"/>	<input type="radio"/>	SERVICES		
<input type="radio"/>	<input type="radio"/>	New (3 inspections)	\$135.00	
<input type="radio"/>	<input type="radio"/>	Underground (trench) (1)	\$ 45.00	
<input type="radio"/>	<input type="radio"/>	Sub panels 1 – 10 # _____	\$ 5.00 ea	
	<input type="radio"/>	Sub panels 11+ # _____	\$ 1.00 ea	
<input type="radio"/>	<input type="radio"/>	Upgrade (1)	\$ 45.00	
<input type="radio"/>	<input type="radio"/>	Reconnect (1)	\$ 45.00	
<input type="radio"/>	<input type="radio"/>	Temporary (1)	\$ 45.00	
<input type="radio"/>	<input type="radio"/>	ALTERATIONS/REPAIRS (1)	\$ 45.00	45.00
<input type="radio"/>	<input type="radio"/>	New Circuits 1 – 10 # _____	\$ 3.00 ea	
<input type="radio"/>	<input type="radio"/>	New Circuits 11+ # _____	\$ 1.00 ea	
<input type="radio"/>	<input type="radio"/>	Sub panels 1 – 10 # _____	\$ 5.00 ea	
<input checked="" type="radio"/>	<input type="radio"/>	Sub panels 11+ # _____	\$ 1.00 ea	
	<input type="radio"/>	COMMERCIAL REFRIGERATION (1)	\$ 45.00	
	<input type="radio"/>	SIGN CIRCUITS (1)	\$45.00	
<input type="radio"/>	<input type="radio"/>	POOLS		
<input type="radio"/>	<input type="radio"/>	Above ground (1)	\$45.00	
<input type="radio"/>	<input type="radio"/>	In ground (+1) (2)	\$90.00	
<input type="radio"/>	<input type="radio"/>	INVESTIGATION FEE (\$200 – 1,000.00)	\$200.00 min	
<input type="radio"/>	<input type="radio"/>	ADDITIONAL OR REQUESTED INSPECTIONS	\$ 45.00 ea	
<input type="radio"/>	<input type="radio"/>	SUB TOTAL		105.00
	<input type="radio"/>	OBBS fee (3% commercial)		
<input type="radio"/>		OBBS fee (1% residential)		1.05
		FINAL SUB TOTAL		
		LESS DEPOSIT (nonrefundable)		
TOTAL FEES DUE				106.05

SEE NOTES ON REVERSE SIDE

Signature: _____ **Title:** _____

Print Name: _____ **Phone:** _____

Application Approved by _____
Date _____

All permit applications must be submitted thru the CityWorks portal separately.
 Fees are assessed during application processing thru the building department, you will be emailed the amount and ways to pay.

ELECTRICAL PERMIT APPLICATION NOTES

Numbers in parenthesis indicate the number of inspections provided.

Commercial plans, which include the technical design analysis, shall bear the seal of a design professional and must include fault current calculations and a one-line diagram.

Work started prior to securing the required permits are subject to a minimum investigation fee of \$200.00. Emergency work, if agreed to by the Chief Building Official, shall be exempt from the investigation fee.

Only the person performing the work may obtain a permit and schedule inspections.

Payments for all permits must be made prior to requesting an inspection.

Installations requiring inspections must not be covered until approved. Failure to receive approval may result in orders requiring the removal of such covering.

Installations must be in accordance with NEC, as referenced per RBO and OBC.

Requests for field inspections must be made a minimum of 24 hours in advance and will be scheduled for the next working day.

Applicants on the schedule for the day's inspections may contact the respective inspectors during the morning from 8:00 am to 8:45 am for consultation or scheduling time.

An additional \$45.00 reinspection fee may be imposed for work that is not properly installed, is not ready for inspection, has changed from the approved plans or is not accessible at the time of the inspection.

FOR RESIDENTIAL PLAN SUBMITTAL ONLY

COMPONENT	SIZE	OVER HEAD	UNDER GROUND
SERVICE		<input type="checkbox"/>	<input type="checkbox"/>
SERVICE CABLE			
GROUND WIRE TO EARTH			
GROUND WIRE TO WATER			

LOCATION OF PANEL IN STRUCTURE

PROVIDE ADDITIONAL DETAILS OR DRAWING BELOW

All electrical installations must comply with the 2011 National Electric Code
(new system or alteration to existing system)