

<p style="text-align: center;"><b>For Office Use Only</b></p> <p>Appeal Case No. _____</p> <p>Date _____</p> <p style="text-align: center;">Approved    Disapproved</p>	<h2 style="margin: 0;">City of Toledo</h2> <p style="margin: 0;">Department of Inspection – Division of Building Inspection</p> <p style="margin: 0;">One Government Center, Suite 1600 • Toledo, OH 43604 • 419-245-1220</p> <p style="margin: 0;"><a href="http://www.toledo.oh.gov">www.toledo.oh.gov</a></p> <h1 style="margin: 0;">BUILDING PERMIT</h1>	<p>Building Permit No. _____</p> <p>Log-In No. _____</p> <p>Plan Review No. _____</p> <p>Zoning Certificate No. _____</p> <p>Historic District review _____</p>
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**GENERAL INFORMATION (All entries must be printed in ink by the applicant.)**

Location, ownership and detail must be correct, complete and legible. A separate application is required for each building. **Two (2) sets** of plans and specifications must be filed with each application. One set of approved plans is filed with Division of Building Inspection and one set of approved plans must be kept on the jobsite. All approved plans and specifications must bear the name of an architect or engineer. Plans shall consist of scaled drawings (i.e., 1/8" or 1/4" = 1'-0"; or for site drawings 1" = 20' or 1" = 50') of a site plan, basement and foundation plan, first floor plan, second floor plan, etc., elevations and scaled sections, either in print or original drawing. Complete floor plans drawn to scale must be submitted for all changes of occupancy whether a permit is required or not. Valuation is the total cost of general contract, or the appraised market value of the project, including material and labor. Exclude cost of mechanical and electrical work for which separate permits are required. This permit does not authorize installation of any electrical or mechanical systems.

<b>PROJECT NAME</b>	<b>JOB SITE STREET ADDRESS</b>
<b>Class of Work</b> <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Replacement	<input type="checkbox"/> 4 Family/Commercial <input type="checkbox"/> 1-2-3 Family Specific Occupancy Use _____ Building Type _____ Construction Type _____

Owner Information	Contractor Information	Architect/Engineer Information
Name	Name	Name
Company Name	Company Name	Contact Name
Street Address	Street Address	Street Address
City, State, Zip	City, State, Zip	City, State, Zip
Phone No.	Phone No.	Phone No.
E-Mail Address	E-Mail Address	E-Mail Address
	City of Toledo License No.	

<b>Description of Work:</b>	<b>Structural Costs</b> \$ _____
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<p><b>BUILDING SIZE</b></p> <p>Width _____ ft. _____ in.</p> <p>Depth _____ ft. _____ in.</p> <p>Area _____ sq. ft.</p> <p><b>Other installations:</b></p> <p><input type="checkbox"/> Electrical    <input type="checkbox"/> Plumbing</p> <p><input type="checkbox"/> Heating    <input type="checkbox"/> Refrig'n</p> <p>Type: <input type="checkbox"/> Electric    <input type="checkbox"/> Gas</p> <p><input type="checkbox"/> Cooking Equipment:</p> <p>Hood: <input type="checkbox"/> Type 1    <input type="checkbox"/> Type 2</p> <p><input type="checkbox"/> Fireplace</p>	<p style="text-align: center;"><b>Replacing Windows, Doors, Roofing and/or Siding</b></p> <p><b>Historic Districts.</b> Replacement of windows, roofing and siding in historic districts, as well as exterior alterations, must be approved by the appropriate Historic District Commission. Certificates of Appropriateness must be secured from that Commission for such exterior work.</p> <p><b>Windows &amp; doors</b> are considered replacement when they do not change the size of the opening or egress of the structure. New windows must meet emergency egress requirements in compliance with the RCO &amp; OBC. New exterior doors must comply with RCO, OBC and fire codes.</p> <p><b>Roof.</b> 2 layers of roofing may be on a structure. Thereafter all layers of roofing materials must be removed, down to the roof deck, before a "re-roof" may occur. Any structural replacement of roof rafters and collar ties or of roof trusses requires a building permit.</p> <p><b>Siding.</b> New or replacement wood, vinyl or aluminum siding must be fastened in accordance with the RCO and OBC.</p> <p><b>Complete this form</b> if you are changing the opening size, or replacing structural roof rafters, collar ties, or roof trusses; or if replacing commercial windows, doors, roofing, or siding.</p> <p><b>Do not complete this form</b> if 1-2-3 family replacement windows, doors, roofing, or siding. You should complete a Building Registration application.</p>	<p style="text-align: center;"><b>Fee Info</b></p> <p><b>Permit Fees</b>    \$ _____</p> <p><b>Plan Review Fee</b>    \$ _____</p> <p><b>State Surcharge</b>    \$ _____ (Resi 1% - Comm'l 3%)</p> <p><b>Occupancy Certificate Fee</b> \$ _____</p> <p><b>Other Fees</b>    \$ _____</p> <p><b>Other Desc</b> _____</p> <p><b>TOTAL FEES DUE</b>    \$ <span style="border: 2px solid black; padding: 5px;">_____</span></p> <p><b>APPROVED BY:</b> _____</p> <p><b>Date</b> _____</p>
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<b>SPECIAL NOTES/COMMENTS:</b>
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**WARNING.** The approval of plans procured by misrepresentation of facts or conditions, misstatements in application or through mistakes or improper action by any officer or employee of this department, does not legalize any illegal construction or agreement.

**IN CONSIDERATION OF GRANTING THIS PERMIT,** I/ we, agree to save the City of Toledo, harmless from any and all damages. I/we, do hereby covenant and agree to construct said work in all respects in compliance with the provisions of the Statutes of the State of Ohio and the Ordinances of the City of Toledo and all statements as made are correct and true, and I will comply with all orders of the City of Toledo and its Department of Inspection.

Signature of Owner	Signature of Contractor or Authorized Agent	Contractor's City of Toledo Tax I. D. Number
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