



**Prairie Township**  
**Commercial Building and Zoning Dept.**  
 25 Maple Drive, Columbus, Ohio 43228  
 (614) 982-2190 • (614) 878-0566 Fax  
 www.prairietownship.org

<b>PERMIT APP NO.:</b>	<b>PTBP-</b> _____
<b>DATE RECEIVED:</b>	_____
<b>DATE FORWARDED:</b>	_____
<b>DATE RETURNED:</b>	_____
<b>DATE ISSUED:</b>	_____

**APPLICATION FOR PLAN REVIEW AND BUILDING PERMIT**

SITE ADDRESS:			
LOT #:	SUBDIVISION / PARCEL NO:	TOWNSHIP:	
LOCATED BETWEEN		and	
ZONING DISTRICT:	FLOOD PLAIN ZONE:	MAP #:	DEV. PERMIT NO.:
DESCRIPTION OF PROJECT:			
APPLICATION DATE: / / 20__	PROJECT COST: \$	STATE REQUIRED	
ESTIMATED STARTING DATE:	ESTIMATED FINISH DATE:		
TYPE OF IMPROVEMENT:	<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> ADDITION	<input type="checkbox"/> ALTERATION
	<input type="checkbox"/> CHANGE OF USE	<input type="checkbox"/> OTHER	<input type="checkbox"/> REPAIR / REPLACEMENT
APPLICATION FOR STRUCTURE:	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> BUILDING (STRUCTURAL)	<input type="checkbox"/> FOUNDATION START
	<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> FIRE ALARM
	<input type="checkbox"/> OTHER		<input type="checkbox"/> INDUSTRIALIZED-UNIT
COMMERCIAL: OBC USE GROUP: _____ MIXED USE: <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES: SEPARATED <input type="checkbox"/> YES <input type="checkbox"/> NO			
CONSTRUCTION TYPE: <input type="checkbox"/> IA <input type="checkbox"/> IB <input type="checkbox"/> IIA <input type="checkbox"/> IIB <input type="checkbox"/> IIIA <input type="checkbox"/> IIIB <input type="checkbox"/> IV <input type="checkbox"/> VA <input type="checkbox"/> VB			
<b>OWNERS:</b>			
ADDRESS:			
PHONE:	FAX:	CELL:	
E-MAIL:			
<b>CONTRACTOR:</b>			
CONTRACTOR REGISTRATION No.			
ADDRESS:			
PHONE:	FAX:	CELL:	
E-MAIL:			
<b>APPLICANT:</b>			
ADDRESS:			
PHONE:	FAX:	CELL:	
E-MAIL:			
<b>DESIGN PROFESSIONAL:</b>			
<input type="checkbox"/> ARCHITECT / <input type="checkbox"/> ENGINEER	REGISTRATION No.:		
ADDRESS:			
PHONE:	FAX:	MOBILE:	
E-MAIL:			



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BUILDING AREA				
SQUARE FEET AREA	NEW & ADDITIONS	ALTERATIONS	CHANGE OF USE	OCCUPANCY LOADS
BASEMENT				
FIRST FLOOR				
2, 3, 4 FLOORS, ETC.				
<b>TOTAL AREA SQUARE FEET</b>				
BUILDING PERMIT				
<input type="checkbox"/> COMMERCIAL <input type="checkbox"/> OTHER				
# OF BUILDINGS:		# OF UNITS:		
# OF STORIES		HEIGHT IN FEET:		
ELECTRICAL PERMIT				
TYPE: <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> TEMPORARY SERVICE <input type="checkbox"/> NEW SERVICE <input type="checkbox"/> ADDITION / ALTERATION <input type="checkbox"/> REPLACEMENT / REPAIR				
VOLTAGE:	PHASE:	SERVICE CONDUCTORS:	SET	# OF SETS:
NUMBER OF METERS:		NUMBER OF MAIN DISCONNECTS:		
FIRE ALARM				
ALARM SYSTEM: <input type="checkbox"/> YES <input type="checkbox"/> NO			NO. OF DEVICES:	
TYPE: <input type="checkbox"/> LOCAL <input type="checkbox"/> CENTRAL STATION				
FIRE SUPPRESSION				
<input type="checkbox"/> SPRINKLERS <input type="checkbox"/> HOOD SUPPRESSION <input type="checkbox"/> LIMITED AREA				
TYPE OF SYSTEM: <input type="checkbox"/> WET <input type="checkbox"/> DRY <input type="checkbox"/> ANTI-FREEZE <input type="checkbox"/> CHEMICAL <input type="checkbox"/> OTHER _____				
NO. OF HEADS:		NO. OF STANDPIPES:		NO. OF RISERS:
HVAC PERMIT				
<i>Describe Heating System:</i>		# OF UNITS:		
BRAND: _____		OUTPUT (BTU/HR):		TONS:
MODEL: _____		FUEL TYPE:		# OF OUTLETS:
<i>Describe Cooling System:</i>		<input type="checkbox"/> FORCED AIR <input type="checkbox"/> RADIANT <input type="checkbox"/> INFRARED <input type="checkbox"/> HEAT PUMP <input type="checkbox"/> BOILER/STEAM <input type="checkbox"/> CONDENSING UNIT <input type="checkbox"/> COOLING TOWER		
BRAND: _____				
MODEL: _____				
TYPE: <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPLACEMENT / REPAIR				



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**CERTIFICATION**

ALL PERMITS SHALL EXPIRE ONE YEAR FROM THE DATE OF ISSUE. A ONE TIME RENEWAL SHALL BE PERMITTED IF THE ORIGINAL PERMIT HAS NOT EXPIRED. RENEWED PERMITS SHALL EXPIRE ONE YEAR FROM THE RENEWAL DATE.

*I FULLY UNDERSTAND THAT NO EXCAVATION, CONSTRUCTION, OR STRUCTURAL ALTERATION, ELECTRICAL OR MECHANICAL INSTALLATION OR ALTERATION OF ANY BUILDING, STRUCTURE, SIGN, OR PART THEREOF AND NO USE OF THE ABOVE SHALL BE UNDERTAKEN OR PERFORMED UNTIL THE PERMIT APPLIED FOR HEREIN HAS BEEN APPROVED AND ISSUED BY THE PRAIRIE TOWNSHIP BUILDING DEPARTMENT.*

*I hereby certify that I am the owner of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of the jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.*

**I HEREBY ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE LISTED INSTRUCTIONS.**

SIGNATURE OF APPLICANT: _____	DATE: _____
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PRINT NAME: \_\_\_\_\_

<input type="checkbox"/> HOLD / DATE: _____ REASON: _____	<input type="checkbox"/> INCOMPLETE <input type="checkbox"/> PARTIAL APPROVAL <input type="checkbox"/> COMPLETE <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED BUILDING OFFICIAL: _____ PLANS EXAMINER: _____
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Calculate Here:	# of Allotted Inspections	
<input type="checkbox"/> General Structural	_____	<input type="checkbox"/> Plan Review Fee
<input type="checkbox"/> Electrical	_____	<input type="checkbox"/> Foundation Start
<input type="checkbox"/> Sprinkler/Fire Suppression	_____	<input type="checkbox"/> Variance from Building Code Section _____
<input type="checkbox"/> HVAC/Refrigeration	_____	<input type="checkbox"/> Misc. Charges – Explain _____
<input type="checkbox"/> Final Certificate of Occupancy	_____	_____
<input type="checkbox"/> Temporary Electrical Service	_____	_____
<input type="checkbox"/> 60-Day Temp Certificate of Occupancy	_____	_____

STATE CONTRACTORS LICENSE	
<input type="checkbox"/> Plumbing	# _____
<input type="checkbox"/> Mechanical	# _____
<input type="checkbox"/> Electrical	# _____
<input type="checkbox"/> Medical Gas	# _____
<input type="checkbox"/> Fire Protection	# _____

PRAIRIE TOWNSHIP CONTRACTOR REGISTRATION	
<input type="checkbox"/> Gen. Contractor	# _____
<input type="checkbox"/> Electrical	# _____
<input type="checkbox"/> Fire Alarm/Supp	# _____
<input type="checkbox"/> HVAC/Refrigeration	# _____
<input type="checkbox"/> Sign Contractor	# _____

MINIMUM REQUIREMENTS INCLUDE THE SUBMISSION OF ENGINEERED SITE PLANS.  
 THIS SHEET SHOULD ONLY BE USED AT THE REQUEST OF THE BUILDING DEPARTMENT.