



CITY OF TOLEDO

Division of Building Inspection

BUILDING PERMIT APPLICATION

One Government Center, Suite 1600 • Toledo, OH 43604 • Phone (419) 245-1220 • Fax (419) 245-1329 • www.toledo.oh.gov

JOB ADDRESS: _____ **Occupancy:** Residential Commercial

Class of Work: New Alterations Addition Replacement Occupancy

Owner Information	Contractor Information	Design Professional Information
Name: _____	License #: _____	Business Name: _____
Address: _____	Business Name: _____	Name: _____
City: _____ State: _____ Zip: _____	Name: _____	Address: _____
Phone #: _____	Address: _____	City: _____ State: _____ Zip: _____
Email Address: _____	City: _____ State: _____ Zip: _____	Phone #: _____
	Phone #: _____	Email Address: _____
	Email Address: _____	

Permit Information: Location, ownership and information must be correct, complete and legible. A separate application is required for each building. **Three (3)** sets of plans and specifications must be filed with each application. Two sets 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 seal 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.

Special Designated Districts: All exterior work being performed in such areas will need additional approval by Plan Commission. This is to include: Historic Districts, Warehouse District, and Downtown Overlays.

Description of Work: _____ _____	Building Type: _____ Construction Type: _____
	Structural Costs: \$ _____

Exterior Non-Structural: Roof Replacement Windows Doors Siding \$ _____
(*\$60 Residential \$95 Commercial each*)

Residential Permit

Building Size: Width _____ Ft Depth _____ Ft **Total Area Sq. Ft** _____

Building Permit: Base fee \$60 + 0.20/Sq. Ft \$ _____

Plan Review: Base fee \$50 + 0.03/Sq. Ft \$ _____

(*100 Sq. Ft Minimum for all projects*)

Commercial Permit

Building Size: Width _____ Ft Depth _____ Ft **Total Area Sq. Ft** _____

Building Permit: Base fee \$75 + 0.20/Sq. Ft \$ _____

Plan Review: Base fee \$75 + 0.03/Sq. Ft \$ _____

(*100 Sq. Ft Minimum for all projects*)

Subtotal	\$ _____
State of Ohio Surcharge (Residential 1% or Commercial 3%)	\$ _____
Certificate of Occupancy / Partial Certificate of Occupancy / Certificate of Completion or Alteration \$75.00 each	\$ _____
Other Fees:	\$ _____
Total Permit Fee	\$ _____

Warning: The approval of plans by any officer or employee of this department procured by misrepresentation of facts or conditions, does not legalize any illegal construction or agreement. In consideration of the granting of 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 and make said installations 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 that all statements made are correct and true. I (we) agree to comply with all orders of the Division of Building Inspection. The undersigned further agrees to dispose of all construction waste material in accordance with applicable City laws.

CERTIFICATION: I hereby certify that I am the homeowner, or the authorized agent of the homeowner, having the right to make this application for certain home improvements or remodeling of the premises. Therefore, if I am issued this permit, I further certify all work will be performed by me and I have the equipment and the ability to do so in conformity with all applicable laws, regulations and required inspections of the City of Toledo. Falsification of any information on this homeowner application, including the hiring of a contractor, may subject me to criminal prosecution under Toledo Municipal Code 525.02 and revocation of this permit.

Signature of Applicant

Date