

Payment: \_\_\_\_\_

**COMMERCIAL BUILDING PLAN APPROVAL APPLICATION FORM**

Comment: Zoning permit, construction plans, specifications & shop drawings shall be submitted for approval and will be incorporated into and become the approved construction documents.

Project: \_\_\_\_\_ Name of Owner: \_\_\_\_\_

Project Address: \_\_\_\_\_ Lot Number: \_\_\_\_\_ Bldg. #: \_\_\_\_\_

Township/City: \_\_\_\_\_ Parcel ID#: \_\_\_\_\_ Zoning Permit # \_\_\_\_\_ Date: \_\_\_\_\_

Estimated Construction Cost: \$ \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_ Contact Person Phone #: \_\_\_\_\_

Contact Person Address: \_\_\_\_\_ *\*Call back # for inspection time:* \_\_\_\_\_

Fax #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Contractor's Phone #: ( ) \_\_\_\_\_

Contractor's Address: \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Property Owner's Phone #: ( ) \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Plans prepared by: \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**CONSTRUCTION INCLUDING FOUR FAMILY RESIDENTIAL BUILDINGS AND ACCESSORY STRUCTURES**

**NEW:** \_\_\_\_\_ **ALTERATION:** \_\_\_\_\_ **ADDITION:** \_\_\_\_\_ **INDUSTRIALIZED UNIT** \_\_\_\_\_

Use Group \_\_\_\_\_ Total Square Feet: \_\_\_\_\_

**Building Plan Approval Application is for Architecture & Structural only. If applicable to the project, the following separate plan approval applications are required. Check all that apply if review and approval is being requested at the same time.**

Electrical       Mechanical       Fire Suppression       Fire Alarm       Exhaust Hood

Gas Line       Refrigerant Lines       Flood Plain       WPAFB Airport Zoning       Signs/Awning

**If a review and approval of the above is being deferred at this time, separate plan approval applications and documents shall be required at the time of application.**

Print Applicant's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

**GREENE COUNTY DEPARTMENT OF BUILDING REGULATION**  
667 DAYTON-XENIA ROAD, XENIA, OHIO 45385  
937-562-7420; FAX- 937-562-7425  
WEB SITE: [WWW.CO.GREENE.OH.US](http://WWW.CO.GREENE.OH.US)

**June 30, 2011**