

# **CITY OF POWELL/LIBERTY TOWNSHIP COMMERCIAL BUILDING DEPARTMENT**

## **COMMERCIAL EXPEDITED PLAN REVIEW PROCEDURES**

### **Eligibility & Checklist**

The following information and documents are required to be submitted to the Building Department Permit Window no later than 12 pm Friday for a project to be considered for an expedited review the following Thursday.

A completed Expedited Plan Review Eligibility Determination form

A completed Commercial Building Permit Application

A completed Commercial/Industrial Zoning Application for projects within the City of Powell

Copy of the approved Liberty Township Zoning Permit for projects within Liberty Township

Payment of plan review fees – See fee schedule for a breakdown

Four (4) complete sets of construction documents containing all information required such as;

Scaled site plan for the structure where the project is located, including parking and parcel boundaries

Floor plan indicating the location of any existing fire-rated assemblies and the entire space of any area affected by the project to establish compliance of the remaining circulation with code requirements

Complete graphic representations of any approved fire-rated assemblies or penetrations required for compliance with the code

Furniture layout for office spaces, merchandise layout for retail, kitchen and dining room layout for restaurants etc.

Supporting documentation such as manufacturer's specifications & installation guides

Description of activities and equipment associated with any rooms designated exam or procedure prepared by the physician, if medical use

Appropriate Signed Energy Compliance Certificates

Fire alarm/sprinkler construction documents and the completed Fire Protection Applications must be submitted if modifications to an existing system are required

The applications will be reviewed and scheduled on a first received first to schedule basis. If more requests are received than time slots available, applications will be assigned to the first available time slots on the following Thursday.

### **Expedited Plan Review**

If all examiners are able to approve the project the complete package will be returned to the Building Department Permit Coordinator. The applicant will be notified of applicable fees and the time the building permit and approved plans will be available to be picked up at the permit counter.

The documents will be completed as a normal review if any of the examiners are unable to complete an adequate review within 40 minutes.

A partial plan approval may be issued if adequate documents are submitted and approved at the discretion of the building official. However, future submissions of revised drawings and/or additional drawings will not be treated as an expedited plan review project but would go through the normal re-review process. (Re-review fees will apply)

Construction documents deemed insufficient or requiring major revisions will be issued a disapproval requiring the resubmission of the project as a regular review. (Additional review fees will apply)

**CITY OF POWELL / LIBERTY TWP. COMMERCIAL BUILDING DEPARTMENT**  
**47 Hall Street Powell, Ohio 43065 (614) 885-5380**

**Expedited Plan Review Eligibility Determination**

Project Name: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_

Project Address: \_\_\_\_\_

Applicant : \_\_\_\_\_ Phone: \_\_\_\_\_

Designer: \_\_\_\_\_ Phone: \_\_\_\_\_

General Contractor: \_\_\_\_\_ Contractor Registration # \_\_\_\_\_  
 (Required)

**Circle all that apply in each of the boxes below**

A Type of Project		B Square Footage		C Number of Floors		D Construction Type	
Alteration	1.0	0 to 1000	1.0	(Involved in the review)		IA	3.0
		1001 to 2000	1.5	1 Floor	1.0	IB	2.5
Demolition & Build Out	1.2	2001 to 3000	2.0	1 Floor w/ windowless story	2.0	IIA	2.5
		3001 to 4000*	2.5	2 Floors	2.0	IIB	1.0
		4000 to 5000*	3.0	2 Floors w/ windowless story	3.0	IIIA	2.5
New Building	2.0	*Projects over 3500 sq.ft. are not eligible without CBO authorization.		Projects with 3 or more floors are not eligible without CBO authorization		IIIB	1.3
Change of Occupancy	2.0				IV	1.2	
Additions > 1,000 sq.ft. & New Buildings >120 sq.ft. are not eligible					VA	2.5	
						VB	2.5
<b>Point Total:</b>		<b>Point Total:</b>		<b>Point Total:</b>		<b>Point Total:</b>	

  

E Use Group		F Permits Required		G Plan Designer		H # of Drawing Pages			
A-1 or A-2	3.0	Building	1.0	Ohio Architect	1.0	1 - 4	Pages	1.0	
A-3	2.0	Zoning	1.0			Ohio Engineer	5 - 8	Pages	2.0
A-4	1.6	Hvac - minor/exisiting	1.0			Certified Designer	9 - 13	Pages	3.0
A-5	1.0	Hvac - new/major	1.0			or combination of above	14 - 20	Pages	4.5
B	1.0	Electric - minor	1.0						
B-Medical	2.5	Electric - new/major/medical	2.0	Non-professional	3.0				
E	1.8	Fuel Line	0.5						
F-1 & F-2	2.5	Plumbing - minor	1.0	Author of the drawings must be a certified professional if the project requires technical analysis of safety or sanitation.					
H - Not Elligible		Plumbing - new/major	1.5						
I-1, 2 & 3	3.0	Plmbg - grease intercept	1.5						
M	1.8	Hood - Type I	2.0						
R	1.5	Suppression - Sprinklers							
S-1	1.4	minor/exisiting alteration	0.5						
S-2	1.2	new/major	1.0						
U	1.0	Fire Alarms							
		minor/local alarm	0.5						
		major/monitered	1.0						
<b>Point Total:</b>		<b>Point Total:</b>		<b>Point Total:</b>		<b>Point Total:</b>			

\_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_  
 A            B            C            D            E            F            G            H            TOTAL

**The sum of the above total may not exceed 14 points for expedited consideration**

- \*Zoning and Engineering approval is required before any permits or approved plans can be issued.
- \*Expedited reviews are done by appointment only.
- \*The application and documents will be completed as a normal review if the expedited review cannot be completed in less than 40 minutes.
- \*If fire alarm and/or suppression are required the permit application and plans must be included at the review.
- \*The general contractor must be named and currently registered with the City of Powell for expedited consideration.
- \*It will be necessary for a registered architect or engineer who are directly involved in the preparation of the construction documents and are authorized to make changes in the documents to be present during the expedited review.