



BUILDING DEPARTMENT

47 Hall Street | Powell, OH 43065 | 614.885.5380 | cityofpowell.us

CHECKLIST FOR SUBMISSION FOR COMMERCIAL BUILDING PERMIT

- _____ City of Powell Commercial/Industrial Zoning Certificate Application **1 copy**
- _____ City of Powell Commercial Building Permit Application **1 copy**
- _____ Commercial Building Permit Plan Review Fees - Payable to the City of Powell

Plan review fees are required to be paid at time of application.

New Buildings / Addition	\$ 300.00 plus 0.15 per sq.ft.
Alteration / Tenant Space	\$ 200.00 plus 0.15 per sq.ft.
Decks / Accessory Structures	\$ 100.00 plus 0.15 per sq.ft.
New or Co-Location Cell Tower	\$ 300.00 plus 0.06 per sq.ft.

ADD 3% FOR STATE OF OHIO SURCHARGE TO THE TOTAL ABOVE

Building permit fees will be calculated during the plan review process and you will be notified of the amount due when your permit is ready to be picked up. The fee schedule is available at our website www.cityofpowell.us. No permit or plans will be released without payment of fees. Your plans will be reviewed under the 2017 Ohio Building Code - OBC (with updates) Our office will notify the applicant when the plan review results are available.

Plan re-review fees are calculated at \$100.00 per hour plus State of Ohio Surcharge of 3%

- _____ Property Site Plan (new buildings or exterior changes only) **4 Copies**
- _____ Building Plans **4 Copies**
Distribution: Job site, Building Dept., Owner & Fire Dept.
- _____ Building Plans (new buildings only) **1 Copy electronic**
For the Liberty Twp. Fire Dept. master plan for fire fighters
- _____ Supporting Documentation **4 Copies**
i.e. Mechanical equipment literature, Fire suppression system, Truss drawings, Energy compliance information, Plumbing, HVAC, Electric, Fuel Gas Line and Fire Protection.
- _____ Contractor Registration, State Licensing Requirements
All contractors who work on commercial projects within the City of Powell must be registered. Commercial HVAC, electric, plumbing, fire protection and hydronic contractors will need to provide proof of State License when submitting for Contractor Registration.
- _____ Subcontractor Disclosure form must be submitted to our office and verified that all are registered before the permit can be released.

PERMIT INFORMATION:

Permit Coordinator: Crystal Stair (614) 885-5380 x 1011
Schedule Inspections: Inspection Line (614) 802-1200 or website

Liberty Twp. Fire Dept.: Lt. Tom Saunders/Inspector Shad Gilbert (740) 938-2027

Visit our web site at www.cityofpowell.us for information, fee schedule, scheduling inspections and applications